



COACHING CODE OF ETHICS

CROSS COUNTRY ONTARIO

CCO encourages an individual's maximum possible achievement in skiing by setting an environment in which training and competition may occur in an atmosphere that is fair and free from harassment and that recognizes the highest ethical standards of our communities and sport.

This Code of Ethics is organized and based upon four ethical principles;

1. Respect for Participants
2. Responsible Coaching
3. Integrity in Relationships
4. Honouring Sport

1 Respect for Participants

- A. In competition, training or other club activities coaches will act in a manner that respects the dignity and value of all participants, including athletes, volunteers, officials and other coaches and family members of the participants.
- B. Inherent in this is the right of all participants to be free of unwelcome verbal or physical conduct that are based on race, religion, sex, national or ethnic origin, colour, , sexual orientation, marital status , or age. Coaches must also show sensitivity for socio-economic status, physical or mental handicaps, family status, and athletic potential.
- C. Coaches will provide feedback to the athlete in a manner that is sensitive to their needs and age and is focussed on the performance and not on the person.
- D. Coaches should refrain from intervening in personal matters that are outside the generally accepted jurisdiction of a coach.
- E. Coaches must respect the personal interests, family life and family values of the athlete,as well as the privacy of medical information to which they may be privy.
- F. Coaches must respect the expertise, experience and insights of others involved in sport.and acknowledge the right of athletes to consult with others.
- G. Coaches must communicate with athletes, parents and club officials as to the nature and scope of coaching services he/she is willing to provide.
- H. Coaches must provide athletes and parents with relevant and sufficient information and strive to achieve consensus about training programs, performance goals and competitive schedules.

2. Responsible Coaching

- A. Coaches are responsible for maintaining their current knowledge of technical skills and theory and the impact of current research on coaching practices. This includes safe practices in the use of materials and equipment and the appropriate use of practice and training activities that protect the health and safety of the athlete and all other participants.
- B. Coaches will act in the best interest of the athlete's development as a whole person – respecting and consulting with parents as regards family values and beliefs. The athlete's future health and well being must be of prime consideration.
- C. Coaches must ensure that athletes are aware of safe practices in training, use the appropriate safety equipment, train in a safe environment and respect the dignity and rights of other participants who may be using the same facilities.
- D. Coaches must assume the role of a surrogate parent (“in loco parentis”) while on team trips and judiciously exercise control over athlete behaviour in such a manner that reflects family and club values and expectations.
- E. Coaches must be aware of the prohibited performance enhancing substances delineated by Sport Canada, the COC and CCC. Coaches have a responsibility to educate athletes concerning the consequences of the use of these substances and actively discourage their use. Lack of appropriate preventive action by a coach in this matter constitutes a serious violation of this policy.
- F. The use of behaviour modifying substances by athletes is also to be actively discouraged by coaches. Coaches have a responsibility to actively discourage the inappropriate use of these substances by athletes at all times and to report to the appropriate system officials on the inappropriate use by an athlete during a competitive event, trip or camp.

3. Integrity in Relationships

- A. Because coaches are role models and mentors and have a special degree of trust and influence for athletes, they are expected to be sincere, honest and honourable in their relationships with others – including all athletes (not just their own team), volunteers, officials and other coaches.
- B. Coaches must accurately represent their qualifications and experience in spoken and written communications in a clear manner which could not be misinterpreted.
- C. Coaches must notify another coach when working with that coach's athletes and in so doing must respect the methods and practices of the other coach.
- D. Coaches must not exploit any relationship established as a coach to further personal, political or business interests at the expense of the best interests of the athletes or other participants.
- E. Coaches must be acutely aware of power in coaching relationships that may coerce another person to engage in or tolerate sexual activity or intimacy. This includes the use of explicit or implicit threats of reprisals or rewards for compliance as well as deliberate sexually oriented comments or gestures or inappropriate or unwanted touching.
- F. Coaches must use discretion in resolving disputes with colleagues or officials using appropriate language and location to do so.

4. Honouring Sport

- A. Coaches should recognize , act on, and promote the value of sport to individuals and to society in general
 - B. Coaches must encourage the positive aspects of sport including fairness, integrity, respect for others, and personal growth and development. Coaches must also actively reduce the negative aspects of sport e.g. winning at all costs, short term gain for long term damage, unfair exploitation of others.
 - C. Coaches must actively discourage the use of performance enhancing drugs as well as tobacco.
 - D. Coaches must refrain from the use of tobacco while coaching or in the presence of athletes
 - E. Coaches must refrain from using alcohol at the site of athletic events or at victory celebrations conducted at a competition venue where junior athletes may be present. Coaches must show moderation in the use of alcohol at other times.
 - F. Coaches must know and support the rules, regulations and standards of cross country skiing.
 - G. Coaches must accept the role of officials and other Division/district/club officials and administrators and refrain from direct or indirect verbal abuse of such officials and/or other coaches.
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CROSS COUNTRY ONTARIO COACHES CODE OF ETHICS PROCEDURES

IMPLEMENTATION PROCEDURES

The maintenance of these ethical standards for coaches is in the best interest of the athletes and the sport of cross country skiing. Clubs, Districts and CCO should ensure that each Coach signs a copy of this code and maintain the copy on file. A new copy should be signed at least every second year.

Coaches who have not signed a copy will not be engaged as supervising coaches for CCO subsidized trips.

The Intent of the Coaches Code of Ethics is to:

1. Create awareness of the expected standards of behaviour and
2. Create a mechanism by which unethical behaviour may be redressed.

Complaints may be initiated by an athlete, other coach, club official, division/district administrator or parent who has been directly subject to or has observed a breach of this code of ethics.

COMPLAINT RESOLUTION PROCEDURE

Complaints should be handled and resolved as expeditiously as possible. Complaints may be received verbally or in writing.

a) Complaints received verbally

Verbal complaints may be handled immediately on-site (at a competition, training or club function) by a head coach-assisted by or witnessed by another responsible system official. Incidents which cannot be resolved at this level **must** be reported in writing by the individual who attempted the resolution. The report must include the nature of the infraction, and the disposition of the alleged incident. Depending upon whether the occasion was a club, district or division event, these reports must be sent to the club, district or division chairs, and the Chair of the High Performance Committee. Incidents of a recurring nature **must** be reported in writing.

b) Complaints received in writing

To be handled formally, complaints must be directed to the CCO Chair, the HPC Chair and the appropriate District Chair in writing by registered mail within 7 days of the alleged breach and contain sufficient information about the incident and complainant to allow a proper investigation. In the case of a continued breach of the standards contained in this code, documentation must include an approximation of the duration and frequency of the conduct in question.

These three officials will confer as to which level (Division/District) should establish a disciplinary committee to handle the complaint. Within seven days the alleged violator must receive a copy of the written complaint and information as to which part/section of the code has been breached. Such communication must include the subsequent procedures to be followed by CCO including the steps to resolution, possible discipline and appeal procedures and will be delivered by registered mail.

In investigating a complaint the Disciplinary Committee should ensure that all parties to the complaint have full opportunity to present their side, including face-to-face hearings if that is necessary.

Consequences

Should the committee find a complaint to be substantiated by their investigation, their decision may include one or more of the following:

1. Reprimand by the CCO or District Board.
2. Suspension from active coaching at provincially sanctioned events for a defined period of time.
3. Recommendation to the club to terminate the coaches activities.
4. Termination of membership in CCO.
5. Such other action as may be deemed appropriate by the disciplinary committee.

Decisions by district level committees must seek concurrence from CCO where necessary and report all decisions to CCO.

Decisions of the Disciplinary Committee must be communicated to all parties to the complaint within 30 days of the receipt of the written complaint by registered mail. If it is not possible to render a decision and communicate it within 30 days the committee must notify all parties to the complaint as to the reasons for the delay.

Membership on Disciplinary Committees

A Disciplinary committee should normally consist of the chair of CCO or a delegated District Chair or the home district chair for a district level committee, as well as an appropriate member of the HPC and a club coach or officer from the home club.

Appeal Procedure

If a party to a complaint wishes to appeal a decision of the Disciplinary Committee a committee consisting of the Chair of CCO, the HPC Chair and a club president or coach from other than the home club will be struck to hear the appeal.

Should a party to the original complaint wish to appeal a decision by a disciplinary committee the chair of the original committee must be notified in writing within 15 days of the intent to appeal. Within 30 days of the receipt of the decision the party making the appeal must notify – in writing – the Chair of the original committee as to the grounds for the appeal. On receipt of such notification the Chair of the committee must notify the Chair of CCO as to the entire proceedings that have occurred with respect to the complaint and communicate with the parties whether or not any disciplinary decisions will be placed in suspension pending the result of the appeal procedure.

The appeal should be heard by the appeal committee and a decision rendered within 15 days of the receipt of the specifics of the appeal. The appeal committee must notify the appellant by registered mail of their decision within 30 days of the receipt of the specifics of the appeal.

Should an individual wish to appeal further, legal advice and/or professional mediation should be sought to bring resolution to the matter.



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CROSS COUNTRY ONTARIO

I have read and understand the Cross Country Ontario Coaching Code of Ethics and accompanying Procedures (June 2002). I agree to conduct myself in a manner that demonstrates the standards established in this document.

I also have read and understand the CCO Harassment policy. I agree to conduct myself in a manner that demonstrates the standards established in this document.

Date _____

Name _____

Signature _____

Witness name _____

Witness Signature _____