

<b>Policy Number and Name:</b> CODE OF CONDUCT		<b>Date of Approval:</b> January 16, 2023	<b>Activation Date:</b> January 18, 2021
<b>Approved By:</b> Gymnastics BC (GymBC) Board of Directors	<b>Version:</b> This policy replaces the June 4, 2021 version of the Code of Conduct		
<b>Review Cycle:</b> Reviewed annually by the Governance Committee and the Chief Executive Officer. Recommended amendments to be approved by the Board of Directors.			

## 1.0 GENERAL

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This Code does not contain all of the conduct-related requirements applicable to the relationship between GymBC and its Members. There are a number of other GymBC manuals, handbooks and other policies that apply to Members which may be specific to a particular discipline (i.e. women's artistic gymnastics) or activity (i.e. team manager duties, team travel). In addition, some Members may be subject to additional non-GymBC standards or codes, which may impose further requirements (for example, the Coaching Association of Canada). Members subject to those standards or codes are expected to adhere to those standards and codes, in addition to this Code.

## 2.0 PURPOSE OF THIS POLICY

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- 2.1 **General:** GymBC has adopted this Code as part of its broader commitment to promote gymnastics activities for individuals of all ages and abilities throughout the Province of British Columbia, and to provide support to and assist Member Clubs in promoting and maintaining safe and positive sporting environments for its Members. This Code serves to make Members and Representatives aware that there is an expectation, at all times, of appropriate conduct and behaviour at GymBC Activities and at other activities as set forth in Section 3.2.
- 2.2 **Safe Sport Environment:** GymBC advocates for a sport culture in which participants are supported in their physical, psychological, social, and emotional development and overall well-being. GymBC, as primarily a youth-serving organization, recognizes that it has a special position in the gymnastics community in British Columbia, which implies a responsibility to develop policies, procedures and standards that assist its Members in achieving a Safe Sport Environment, free from all forms of abuse, harassment and discrimination, and which prioritizes the welfare, safety, and rights of every participant at all times.
- 2.3 **Minimum Expectations:** This Code sets out the minimum expectations for acceptable conduct for all Members (including Member Clubs) and Representatives covered under the scope of GymBC's jurisdiction. Conduct that is contrary to this Code will not be tolerated and may be subject to disciplinary sanctions pursuant to applicable policies and procedures.

## 3.0 APPLICATION OF THIS CODE OF CONDUCT

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- 3.1 **Generally:** This Code applies broadly to all Members of GymBC, to all GymBC Activities, to Representatives and to other activities as set forth in Section 4.0. Where members of other

- provincial, national or other sport organizations are participating in any GymBC Activity, the Code shall apply to such persons.
- 3.2 **Application to Other Activities:** This Code also applies to Member conduct outside of GymBC Activities when such conduct adversely affects relationships within GymBC (and its work and sport environment) and/or among its Members or is detrimental to the image and reputation of GymBC. Such applicability will be determined by GymBC, in its sole discretion.
- 3.3 **Membership Compliance Condition:** As set forth in the By-laws, membership in GymBC is conditional upon compliance, in all material respects, with this Code and the By-laws and other policies of GymBC. Members and prospective members of GymBC may be denied membership, suspended for a definite or indefinite period of time, or expelled from GymBC (in all cases in accordance with any policy or procedure with respect to membership contained in the By-laws and other applicable policies), if their conduct is not held to the minimum standards described in with this Code and the By-laws and other policies of GymBC.

## 4.0 RESPONSIBILITIES AND OBLIGATIONS - GENERAL

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Members and Representatives participating in GymBC Activities and at other activities to which this Code applies have the following responsibilities:

- 4.1 **Compliance:** To comply with all applicable laws in the jurisdiction where the GymBC Activity is taking place (i.e. host province or host country), and comply with GymBC's By-laws, policies and procedures, including but not limited to this Code and the rules of each specific discipline or program within GymBC, and the spirit of those rules.
- 4.2 **Display Respect:** To promote and represent the sport of gymnastics as constructively and positively as possible, including displaying respect for all individuals involved in the sport. Specifically, Members have a responsibility to assist in supporting the dignity and self-esteem of Members and Representatives, by:
- 4.2.1 Demonstrating respect towards individuals, regardless of body type, physical characteristics, athletic ability, and without discrimination or harassment of any kind.
  - 4.2.2 Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or Representatives.
  - 4.2.3 Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct.
  - 4.2.4 Appropriately acting to correct or prevent practices that are discriminatory.
  - 4.2.5 Consistently treating individuals fairly and reasonably.
  - 4.2.6 Demonstrating respect for, and not intentionally causing damage to, property and equipment used or encountered in connection with participating in GymBC Activities.
  - 4.2.7 Respecting all judges, coaches and volunteers and refraining from attempting to intimidate, embarrass, or improperly influence any individual responsible for judging or administering a competition or making any selection decisions.

- 4.3 **No Abuse, Maltreatment, Harassment or Discrimination:** To refrain from any behaviour that constitutes abuse, maltreatment, harassment or discrimination, as described in the ***Abuse, Maltreatment & Discrimination Policy***.
- 4.4 **Interactions with Vulnerable Individuals:** When interacting with Vulnerable Individuals, or when in a Position of Authority over an individual, to implement practical approaches to these interactions, including but not limited to:
- 4.4.1 Limiting physical interactions to non-threatening and non-sexual touching.
  - 4.4.2 Ensuring that more than one person is responsible for team selection (thereby limiting the consolidation of power with one individual).
  - 4.4.3 Ensuring that parents/guardians are aware that some non-personal communication between persons in a Position of Authority and Vulnerable Individuals (e.g. coaches and athletes) may take place electronically (e.g. text, email or messaging through other applications) and that this type of communication is now considered to be commonplace, especially with other older Vulnerable Individuals (e.g. teenagers), and that such communication is required to be respectful and consistent with this Code and GymBC's ***Social Media Policy***. Further, the Rule of 2 should be applied virtually (when communicating through text message, email or other messaging applications) by individuals in a position of authority and vulnerable individuals.
  - 4.4.4 Ensure that the "Rule of Two" is followed wherever possible, as set forth in the ***Safe Sport Policy***.
- 4.5 **Anti-Doping:** To comply with all anti-doping policies and procedures established by GymCan or other applicable governing bodies, and not use, direct or imply use, possess, distribute, or promote the use of performance-enhancing drugs or substances, whether such drugs or substances are legal, prescribed, controlled or illegal. Any infraction of applicable anti-doping policies or procedures will be considered an infraction of this Code, and may be subject to disciplinary action imposed by GymBC which may be in addition to any disciplinary action imposed by GymCan or the other applicable governing body.
- 4.6 **Alcohol, Drugs and other Mood-Altering Substances:** Members are prohibited from reporting to any GymBC Activities under the influence of alcohol, non-prescription or illegal drugs or mood-altering substances, including without limitation recreational cannabis.
- 4.6.1 Consumption (vaping, smoking, eating, or ingesting by any other means) of cannabis, any other mood-altering substance, and any illegal substance, is prohibited at all times during GymBC Activities. Alcohol may be consumed by adults from time to time at GymBC-related business, social, and recreational events, provided consumption is professionally reasonable and kept to a minimum. Under no circumstances will adults operate a motor vehicle if their abilities to do so are in any way impaired.
  - 4.6.2 Where minors are present, adults shall take reasonable steps to manage the responsible consumption of legal intoxicants in adult-oriented social situations associated with GymBC Activities. Under no circumstances shall any adult provide, promote, or condone the use or consumption of alcohol, drugs (other than properly prescribed medications) or performance-enhancing substances by a minor.

- 4.6.3 Minors are prohibited from consuming (vaping, smoking, eating, or ingesting by any other means) alcohol, tobacco, cannabis, any other mood-altering substance, and any illegal substance at all times.
- 4.7 **Coercion:** A person in a position of authority must refrain from the use of power or authority in any attempt to coerce another person to engage in inappropriate activities.

## 5.0 ADDITIONAL RESPONSIBILITIES - COACHES

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The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously. In addition to the general responsibilities and obligations set forth herein, coaches have the following additional responsibilities when participating in GymBC Activities and at other activities to which this Code applies:

- 5.1 **Certification:** Coach, supervise, and teach skills to athletes that are appropriate to, and within the scope of, the current level of NCCP training and certification. Accurately represent coaching and professional credentials, such as NCCP certification, post secondary credentials, and other training (e.g. first aid certification). Adhere to GymBC's background and criminal record check policy. Report any ongoing criminal investigation, conviction, or existing bail conditions to GymBC, whether or not such criminal activity relates to your status as a coach, in order that GymBC may evaluate any appropriate restrictions.
- 5.2 **Athlete Safety and Support:** Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes. Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the management of athletes' medical and psychological treatments. Report any medical problems for athletes to GymBC in a timely fashion, when such problems may limit their ability to travel, train, or compete when representing GymBC. Provide athletes (and the parents/guardians of minor athletes) with all necessary information to be involved in the decisions that affect the athlete.
- 5.3 **Support for Other Coaches and Clubs:** Supporting staff at provincial and national training camps, and events; should an athlete qualify for participation with one of these programs. Should an athlete desire to change member clubs, support and cooperate with the other coach/personnel in the exchange of pertinent information.
- 5.4 **Recruitment:** Engaging in behaviour involving the recruitment of athletes who are registered at a different gymnastics club to a separate club is strictly prohibited. This behaviour can not take place in-person, virtually, or in any other capacity. When participating in a sanctioned competition, and athletes are present, coaches are not to offer, or otherwise recruit currently employed coach(s) from another club to join their organization.
- 5.5 **Prohibited Relationships:** Under no circumstance shall a coach engage in a sexual relationship of any kind with an athlete under 19 years old. It is also prohibited for a coach to engage in a sexual relationship of any kind with an athlete at or above the age of 19 because the coach holds a position of trust and authority that may constitute a power imbalance.

- 5.6 **Interaction with other Manuals or Handbooks:** Adhere to the requirements of applicable manuals and handbooks when coaching at a GymBC Activity, for example with respect to attire, interactions with other coaches and team managers, etc.

## 6.0 ADDITIONAL RESPONSIBILITIES - ATHLETES

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In addition to the general responsibilities and obligations set forth herein, athletes have the following additional responsibilities when participating in GymBC Activities and at other activities to which this Code applies:

- 6.1 Report any medical problems in a timely fashion, when such problems may limit their ability to travel, train, or compete when representing GymBC.
- 6.2 Participate and appear on-time and prepared to participate to their best abilities.
- 6.3 Properly represent themselves and not attempt to enter a competition for which they are not eligible by reason of age, classification, or other reason.
- 6.4 Adhere to GymBC's rules and requirements regarding clothing and equipment.
- 6.5 Never ridicule a participant for a poor performance or practice.
- 6.6 Act in a sportsmanlike manner and not engage in violence, foul language, or gestures to other athletes, officials, coaches, or spectators.
- 6.7 Act in accordance with GymBC's policies and procedures and, when applicable, additional rules as outlined by coaches or team managers or program handbooks/manuals.

## 7.0 ADDITIONAL RESPONSIBILITIES – PARENTS/GUARDIANS

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In addition to the general responsibilities and obligations set forth herein, parents and guardians of athletes have the following additional responsibilities when observing or participating in GymBC Activities and at other activities to which this Code applies:

- 7.1 Encourage athletes to follow the sport rules and behavioral expectations and resolve conflicts without resorting to hostility or violence.
- 7.2 Respect the decisions and judgments of officials and encourage athletes to do the same.
- 7.3 Respect and show appreciation to all competitors and to the coaches, officials, and other volunteers who give their time to the sport.

## 8.0 ADDITIONAL RESPONSIBILITIES – JUDGES AND OFFICIALS

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In addition to the general responsibilities and obligations set forth herein, judges and other officials have the following additional responsibilities when participating in GymBC Activities and at other activities to which this Code applies:

- 8.1 Maintain and update their knowledge of the rules and rules changes.
- 8.2 Work within the boundaries of their position's description while supporting the work of other officials.

- 8.3 Conduct all events according to the rules of GymBC, GymCan and the Fédération Internationale de Gymnastique (FIG), as applicable.
- 8.4 Act professionally and support GymBC as an ambassador.
- 8.5 Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others.
- 8.6 Respect the confidentiality required by issues of a sensitive nature, which may include disqualifications, discipline processes, appeals, and specific information or data about Members.
- 8.7 Dress in proper attire for judging and officiating as per the judge's sections of each respective GymBC Program Handbook.
- 8.8 Be unbiased and refrain from allowing anything to influence or give the appearance of affecting their judgment in rendering fair and impartial scores.
- 8.9 Refrain from criticizing other judges' judgments or decisions to coaches, teams, or affiliates.

## **9.0 ADDITIONAL RESPONSIBILITIES – GYMBC STAFF, DIRECTORS AND COMMITTEE MEMBERS**

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In addition to the general responsibilities and obligations set forth herein, GymBC staff, Directors, Committee Members and Representatives acting on behalf of GymBC have the following additional responsibilities when participating in GymBC Activities and at other activities to which this Code applies:

- 9.1 When conducting GymBC business, function primarily as a member of a GymBC committee or a Director, as applicable, not prioritizing the goals or interests of any other organization or constituency.
- 9.2 Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of GymBC business and the maintenance of Member confidence.
- 9.3 Ensure that GymBC's financial affairs are conducted in a responsible manner with due regard for all fiduciary responsibilities.
- 9.4 Conduct themselves professionally, lawfully and in good faith in the best interests of GymBC.
- 9.5 Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism.
- 9.6 Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in all dealings with others.
- 9.7 Keep informed about GymBC activities, the provincial gymnastics community, and general trends in the sectors in which it operates.
- 9.8 Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to British Columbia law.
- 9.9 Respect the confidentiality appropriate to issues of a sensitive nature.

- 9.10 Ensure that all GymBC Members are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight.
- 9.11 Respect the decisions of the majority.
- 9.12 Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings.
- 9.13 Have a thorough knowledge and understanding of all GymBC's governance documents.
- 9.14 Conform to the By-laws and policies approved by GymBC, in particular this Code as well as any policies with respect to privacy and confidentiality.

## 10.0 ADDITIONAL RESPONSIBILITIES – VOLUNTEERS

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In addition to the general responsibilities and obligations set forth herein, Volunteers acting on behalf of GymBC have the following additional responsibilities when participating in GymBC Activities and at other activities to which this Code applies:

- 10.1 Encourage athletes to follow the sport rules and behavioral expectations and resolve conflicts without resorting to hostility or violence.
- 10.2 Respect the decisions and judgments of officials and encourage athletes to do the same.
- 10.3 Respect and show appreciation to all coaches, officials, athletes and other volunteers who give their time to the sport.
- 10.4 Conform to the By-laws and policies approved by GymBC, in particular this Code, as well as any other relevant policies.
- 10.5 Participate and appear on-time and prepared to participate to their best abilities.
- 10.6 Act in a sportsmanlike manner and not engage in violence, foul language, or gestures to athletes, officials, coaches, other volunteers or spectator

## 11.0 PRIVACY

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In order to implement and enforce this Code and other policies and procedures of GymBC, GymBC may from time to time be required to obtain and use personal information relating to Members as well as other affected parties, in particular where a complaint has been filed pursuant to the ***Complaints, Hearings and Discipline Policy & Procedure***. Where disciplinary action is undertaken as a result of the outcomes from the ***Complaints, Hearings and Discipline Policy & Procedure***, GymBC may, in its discretion, disclose the outcomes to other amateur sport organizations or other organizations or institutions that need to know the information or where required or permitted by applicable law.

## 12.0 MEMBER COMPLIANCE DECLARATION

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As a condition of membership with GymBC, each Member is required to comply with this Code and other GymBC policies and procedures at all times in connection with GymBC Activities.