



North Bay Skating Club Code of Conduct



Purpose

The purpose of this Code of Conduct is to outline the expectations of the North Bay Skating Club (NBSC) with regards to providing a safe sport environment in which all individuals and groups are treated with respect and dignity in an environment valuing diversity, equity, and inclusion. This document is written with Skate Ontario's (SO) Code of Conduct as a guiding document. All individuals will be aware that SO has instituted a zero-tolerance policy at all times, with the expectation of appropriate behaviour consistent with SO's Vision, Mission and Values.

Application

This Code of Conduct applies to all Stakeholders including board members and committee members of NBSC, skaters and their parents and guardians, and NBSC Coaches.

The application of this Code of Conduct extends to all NBSC business and activities including but not limited to meetings, practices, training camps, travel as a member of the NBSC, competitions, or on NBSC related business. This Code of Conduct may also apply to activities outside of those listed if there is conduct that is deemed, at the sole discretion of the NBSC Board, to be detrimental to the image or reputation of the NBSC and/or its members. With respect to social media activity, email and written correspondence, this Code of Conduct will be applied.

Every reasonable attempt will be made to pursue and resolve disputes at the club level; however if a dispute cannot be resolved it will be escalated to SO for resolution.

Responsibilities

It is expected that all Stakeholders have a responsibility to:

- a) demonstrate respect to all individuals and groups, which includes:
 - i. acting, when appropriate, to prevent or correct practices that are unjustly discriminatory;
 - ii. demonstrating the spirit of sportsmanship, sport leadership and ethical conduct;
 - iii. avoiding public criticism of any Stakeholder and, when necessary, use appropriate channels to communicate concerns;
- b) ensure the adherence to the rules of the sport;
- c) refrain from any behaviour that constitutes harassment, where harassment is defined as negative comment or conduct directed towards an individual or group which is offensive, abusive, racist, sexist, degrading or malicious as defined in SO Harassment Policy;
- d) respect the property of others and not willfully cause damage;
- e) adhere to all federal, provincial, municipal and any applicable host country, laws;
- f) comply at all times with the NBSC Constitution, By-laws, policies, procedures, rules and regulations as adopted and amended by the NBSC Board from time to time; and
- g) promote the sport of figure skating in a positive and constructive manner.

Board and Committee Members

In addition to the responsibilities set out above in this Code of Conduct, Board and committee members are obligated to:

- a) be familiar with NBSC's constitution and bylaws;
- b) be aware of any conflicts of interest and place the interests of NBSC ahead of any interest they may have in any individual or other organization;
- c) respect and support all decisions made by the Board/committee whether or not they may have had a dissenting opinion;
- d) unless otherwise authorized by the President or Vice-President of the NBSC, refrain from speaking publicly in a matter which may be perceived as a formal representation of the NBSC;
- e) maintain confidentiality on all matters discussed during meetings (including votes) except as disclosed in the minutes of any such meeting or as otherwise made public; and
- f) not engage in activities or accept appointments or elections to an office in any organization whose activities are likely to be in conflict with the NBSC.

Coaches

In addition to the responsibilities set out above in this Code of Conduct, coaches are obligated to:

- a) be familiar with and conduct oneself in accordance with the standards of Skate Canada and the International Skating Union and accept responsibility for delivering coaching services in a safe and professional manner;
- b) maintain membership in good standing with Skate Canada;
- c) be familiar with and abide by the SO Accreditation and Events Policy and all on-site security protocols;
- d) at all times, accurately represent one's technical, education and professional credentials and resumes;
- e) negotiate all contracts accurately and in good faith and invoice only for services rendered (not anticipated);
- f) understand that a coach becomes the base coach of an athlete from the moment that an athlete contracts that coach, whether individually or in a group and that other coaches must initiate discussion about an athlete's training only through the base coach – a coach may not solicit or cause an athlete to be solicited;
- g) respect that a coach may respond directly to athletes or parents/guardians who approach them to inquire about their services, experience, qualifications and philosophy/methods;
- h) respect the fact that an athlete/parent/guardian has the right to contract the services of another coach to replace or supplement an athlete's instruction;
- i) be a positive role model and demonstrate the characteristics of respect, courtesy, honesty, integrity, fairness and dependability;
- j) encourage skaters to learn and uphold the rules of the sport;
- k) maintain the best interests (including physical and emotional) of each individual athlete at all times and not disadvantage one skater to promote another;
- l) communicate regularly with the skate and their parents/guardians with regards to realistic goals and progress as well as any other matters concerning the skater's participation in the sport;

- m) help resolve issues that are brought to their attention at the coaching level and bring them to the NBSC Board or committee when no resolution is available; and
- n) participate in any self-promotional activities that do not violate other clauses of this Code of Conduct.

Athletes

In addition to the responsibilities set out above in this Code of Conduct, athletes are obligated to:

- a) any athlete representing the NBSC on a team or in a competition or other activity shall:
 - i. report in a timely manner, any injury or medical condition that would affect their performance or ability to compete, travel or train;
 - ii. appear on time, well-nourished with clothing and equipment as required, in order to participate to the best of their ability;
 - iii. accurately represent oneself when applying for entry to a competition, training camp or other activity;
 - iv. dress in a presentable manner representative of the NBSC, the focus being on neatness, cleanliness, and discretion. Designated clothing, if applicable, must be worn when travelling to and from a competition.
- b) athletes on provincial teams shall abide by any additional policies that may be imposed by coaches or team managers (chaperones);
- c) athletes shall comply at all times with any contracts or athlete agreements executed by the NBSC, or SO – either by the athlete or on their behalf;
- d) athletes shall keep confidential any such information about fellow athletes or others gained through skating activities; and
- e) athletes shall comply with the Ice Safety Rules attached as Appendix A to this Code of Conduct.

Parents/Guardians and Spectators

In addition to the responsibilities set out above in this Code of Conduct, Parents/Guardians and Spectators are obligated to:

- a) be respectful and supportive of all athletes, coaches, officials, volunteers and staff;
- b) accept and respect the decisions and judgements of the officials and encourage athletes to do the same;
- c) encourage athletes to obey all rules and regulations, have respect for others and resolve any conflicts in an appropriate manner pursuant to NBSC and Skate Ontario's Dispute Resolution and Reporting Policy;
- d) adhere to the 24 hour rule, where no communication to the NBSC Board, committee, or coach is sent until 24 hours after an incident that they want to discuss;
- e) adhere to the safety rules attached as Appendix A to this Code of Conduct;
- f) stress the importance of participation and remember that athletes are involved for their own enjoyment and development and not for any other purpose;
- g) maintain a supportive and constructive atmosphere for other Stakeholders.

APPENDIX A

NBSC Ice Safety Rules and Music Policy

Welcome to another season of skating. North Bay Skating Club would like parents to review our Ice Safety Rules/Code of Conduct and Music Policy with their athlete(s). These rules will help to ensure that we have a great flow on the ice to maintain a safe environment for our athletes and coaches. Coaches may remind skaters of these rules during sessions but we ask they be reviewed in advance.

Ice Safety Rules

Parents/Guardians Responsibilities include:

- A1. Parents/Guardians shall remain at the rink at all times for athletes under the age of 10.
- A2. Bring your athlete to all sessions on time. Please advise your athlete's coach if you are going to be late or absent.
- A3. Please do not stand on the edge of the ice or sit in the hockey boxes. Spectators, including parents/guardians of skaters, may watch quietly from the stands or seating area.
- A4. Please refrain from coaching or offering instructions to your athlete(s) during practices. Athletes and Coaches find this distracting and this distraction effects the ice flow and may cause injury to your, or other athlete(s).
- A5. Please speak to your athlete's coach after a session if you have any concerns.

Athlete Responsibilities Include:

- B1. All Coaches are always in charge on the ice. Failure to follow and listen to this may lead to the athlete being asked to leave the ice.
- B2. All athletes must remain alert to their surroundings. Please be aware of other athletes around you.

*Watch for athletes coming in an opposite direction, doing jumps and spins, working on footwork, moves and dance patterns and avoid blocking them.

*In general, spins should be practiced between the two blue lines. This allows room at the ends of the rink for jumps and for other athletes to move around the spinning skaters.

*When practicing routines, athletes must learn to move around the other athletes and still perform their routines successfully.

*Athletes give right away to whoever is performing to music and to those who are in a lesson with a coach.

- B3. **Experienced/Older Athletes:** Please be thoughtful to other less experienced athletes as they do not have the experience or skill to always know when or how to get out of the way.

Less Experienced/Younger Athletes: In order to help out the more advanced athletes, please keep moving during your practice time. Ensure to watch where you are going, keep your head up and eyes forward.

B4. Please do not stand and talk on the ice. However, if necessary, please speak by the boards and not in the middle of the ice surface or at the corners.

B5. Chasing, following, or pushing of any kind will not be tolerated.

B6. Athletes must quickly get up after falling unless injured, so as to not endanger others on the ice.

B6. All athletes must quickly leave the ice and remove all personal items from the arena at the end of the session.

Music Policy

D1. MP3 & USB music formats are available for skater music to be played during sessions. Skaters/coaches will manage the music from ice level, via the NBSC music tablet.

D2. A sign-up list for music will be available and managed by coaches/skaters on the ice. As a skater's music is played, they will cross their name off the list.

D3. Skaters who refuse their music when they are next in line, will then be placed at the end of the rotation order.

D4. All coaches' requests for music in lessons or group instruction will move to the top of the rotation order. Therefore, any skaters in a lesson, by any coach, will have priority in the rotation order.

We thank you for your cooperation and look forward to a fun and successful season.

North Bay Skating Club Board of Directors
August 2023