

SASKATCHEWAN ATHLETICS

CODE OF CONDUCT AND ETHICS

Preamble

Saskatchewan Athletics views ethical conduct as a cornerstone in the fair administration of the sport of athletics. Everyone participating in athletics, including, but not limited to, an athlete, coach, IST, administrator, volunteer, or staff member is entitled to participate in an environment that is free of Harassment and Discrimination. Saskatchewan Athletics recognizes that it has a role in ensuring that a respectful environment exists at all times, specifically in training, in competition, and in the workplace. Saskatchewan Athletics further expresses that it is imperative for the sport that participants conduct themselves with the highest level of ethical conduct.

Saskatchewan Athletics considers a respectful and doping free environment as paramount in promoting participation and competition in athletics. Saskatchewan Athletics values concerning this Code of Conduct and Ethics include fairness, dignity, courtesy, personal responsibility and accountability, honesty, integrity, respect, and a doping free sport.

Harassment

Saskatchewan Athletics believes that eliminating Harassment in sport is vitally important. Complaints related to Harassment are addressed under Saskatchewan Athletics Discipline and Complaints Policy. Harassment is an unwanted behaviour directed at another person that:

1. Is repeated or pervasive (although a single incident may be viewed as harassment), and
2. Has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that person.

Harassment may:

1. Happen between an individual against another individual, either at the same hierarchical level or between individuals with different hierarchical levels and/or different contractual status;
2. Take the form of bullying, characterized by the underlying perception of an imbalance of power, and by the repeated or habitual use of force, physical and/or emotional aggression or coercion to intimidate or dominate others; or
3. Occur between a group and an individual, in which case it is referred to as "mobbing".

Harassment may be obvious or it may be insidious, and interfere with the recipient's ability to carry out their functions or perform to their abilities, and it may create an intimidating, poisoned, or hostile environment. Harassment can make someone feel anxious, angry, frustrated or humiliated. While some people may try to "fight back" in some way, others may become frightened and de-motivated. Stress, loss of self-confidence and self-esteem caused by Harassment, bullying or mobbing can lead to job insecurity, illness, absence from work or social activities, and even resignation from work, depression, or withdrawal.

Performance is frequently affected, and relationships suffer.

Harassment may be present in the form of words, gestures, or other actions that alarm, threaten, abuse, demean, intimidate, belittle, or cause personal humiliation, embarrassment or emotional distress to another person. Harassment may not necessarily happen face-to-face but may also occur in written communications, email, phone, and supervision methods.

Harassment also includes Workplace Harassment and Sexual Harassment.

Harassment should not be confused with legitimate, reasonable management or coaching functions that are part of the normal work relationship or athlete-coach relationship, such as:

1. Performance measurements;
2. Strategies taken to correct performance deficiencies such as placing a worker/employee on a performance improvement plan;
3. Imposing discipline for work infractions or legitimate discipline pursuant to this Code of Conduct and Ethics; or
4. Requesting medical documents in support of an absence from work as part of the accommodation process or as a part of understanding the care and treatment plan for an athlete.

It does not matter whether there was intent to offend. The test for Harassment is whether the person knew or should have known that the comments or conduct were unwelcome to the other person. For example, someone may make it clear through his or her conduct or body language that the behaviour is unwelcome, in which case the behaviour should stop immediately.

Although it is commonly the case, the harasser does not necessarily need to have power or authority over the recipient. Harassment can occur from co-worker to co-worker, supervisor to employee, employee to supervisor, employee to Athlete, Coach to Athlete, Administrative Staff to Athlete, Athlete to Athlete, etc.

While Harassment is generally a course of conduct or comment, even single acts of Harassment may be sufficiently serious to violate this Policy and satisfy the test for Harassment.

Definitions

The following terms have these meanings in this *Code of Conduct and Ethics*:

1. “Individuals” – Individuals employed by, or engaged in activities with, Saskatchewan Athletics, all members and associates including, but not limited to, athletes, coaches, convenors, officials, volunteers, managers, administrators, committee members, Directors and Officers of Saskatchewan Athletics, event group leaders, Integrated Support Team (IST) staff, team managers, team staff, and suppliers of services.
2. “Workplace” – Any place where business or work-related activities are conducted. Workplaces include but are not limited to, Saskatchewan Athletics office, work-related social or media functions, work assignments outside Saskatchewan Athletics offices, work-related travel, and work-related conferences or training sessions.
3. “Athlete Workplace” – Any place where an Individual, who is an athlete, participates in social or media functions, or training/competition related activities such as the athlete’s

daily training environment, competitions environments, training camps, and camp-related or competition-related travel.

4. “Harassment” – A course of vexatious comment or conduct against an Individual or group, which is known or ought to reasonably be known to be unwelcome. Types of behaviour that constitute Harassment include, but are not limited to:
 - a. Written or verbal abuse, threats, or outbursts;
 - b. Persistent unwelcome remarks, jokes, comments, innuendo, or taunts;
 - c. Leering or other suggestive or obscene gestures;
 - d. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
 - e. Practical jokes which endanger a person’s safety, or may negatively affect performance;
 - f. Hazing, which is any form of conduct which exhibits any potentially humiliating, degrading, abusive, or dangerous activity expected of a U20-ranking athlete by a more senior teammate, which does not contribute to either athlete’s positive development, but is required to be accepted as part of a team, regardless of the U20-ranking athlete’s willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate based on class, number of years on the team, or athletic ability;
 - g. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing;
 - h. Deliberately excluding or socially isolating a person from a group or team
 - i. Persistent sexual flirtations, advances, requests, or invitations;
 - j. Physical or sexual assault;
 - k. Bullying;
 - l. Behaviours such as those described above that are not directed towards a specific person or group but have the same effect of creating a negative or hostile environment; and
 - m. Retaliation or threats of retaliation against a person who reports harassment to Saskatchewan Athletics.
5. “Workplace Harassment” – Vexatious comment or conduct against a worker in a Workplace or against an athlete in an Athlete Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management or coaching actions that are part of the normal work/training/competition function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions. Types of behaviour that constitute Workplace Harassment include, but are not limited to:
 - a. Bullying;
 - b. Workplace pranks, vandalism, or hazing;
 - c. Repeated offensive or intimidating phone calls or emails;
 - d. Inappropriate sexual touching, advances, suggestions or requests;
 - e. Displaying or circulating offensive pictures, photographs or materials in printed or electronic form;
 - f. Psychological abuse;

- g. Excluding or ignoring someone, including persistent exclusion of a particular person from work or team related social gatherings;
 - h. Deliberately withholding information that would enable a person to do his or her job, perform or train;
 - i. Personal harassment;
 - j. Sabotaging someone else's work or performance;
 - k. Gossiping or spreading malicious rumours;
 - l. Intimidating words or conduct (offensive jokes or innuendos); and
 - m. Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning.
6. "Sexual Harassment" – A course of vexatious comment or conduct against an Individual because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome; or making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advance to the Individual or Athlete and the person knows or ought reasonably to know that the solicitation or advance is unwelcome. Types of behaviour that constitute sexual harassment include, but are not limited to:
- a. Sexist jokes;
 - b. Threats, punishment, or denial of a benefit for refusing a sexual advance;
 - c. Offering a benefit in exchange for a sexual favour;
 - d. Demanding hugs;
 - e. Bragging about sexual ability;
 - f. Leering (persistent sexual staring);
 - g. Sexual assault;
 - h. Display of sexually offensive material;
 - i. Distributing sexually explicit email messages or attachments such as pictures or video files;
 - j. Sexually degrading words used to describe an Individual;
 - k. Unwelcome inquiries into or comments about an Individual's gender identity or physical appearance;
 - l. Inquiries or comments about an Individual's sex life;
 - m. Persistent, unwanted attention after a consensual relationship ends;
 - n. Persistent unwelcome sexual flirtations, advances, or propositions; and
 - o. Persistent unwanted contact.
7. "Violence" – the use of or threat of physical force by a person against an Individual, worker or against an athlete, that causes or could cause physical injury to the worker or athlete; an attempt to exercise physical force or against an athlete, that could cause physical injury to the Individual, worker or athlete; or a statement or behaviour that it is reasonable for an Individual, worker or athlete to interpret as a threat to exercise physical force against the Individual, worker or the athlete, that could cause physical injury to the Individual, worker or athlete. Types of behaviour that constitute violence include, but are not limited to:
- a. Verbal or written threats to attack;
 - b. Sending to or leaving threatening notes or emails;

- c. Physically threatening behaviour such as shaking a fist at someone, finger pointing, destroying property, or throwing objects;
 - d. Wielding a weapon;
 - e. Hitting, pinching or unwanted touching which is not accidental;
 - f. Dangerous or threatening horseplay;
 - g. Physical restraint or confinement;
 - h. Blatant or intentional disregard for the safety or wellbeing of others;
 - i. Blocking normal movement or physical interference, with or without the use of equipment; Sexual violence; and
 - j. Any attempt to engage in the type of conduct outlined above.
8. “Discrimination” - Differential treatment of an individual based on one or more prohibited grounds which include race, citizenship, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, or disability.
 9. “Abuse” – Violence, mistreatment, or neglect experienced by vulnerable individuals who are, because of their age, disability, or other circumstances, whether temporary or permanent, are (a) in a position of dependence on others or (b) are otherwise at a greater risk than the general population of being harmed by a person in a position of authority or trust relative to them.

Purpose

The purpose of this Code of Conduct and Ethics is to ensure a safe and positive environment within Saskatchewan Athletics programs, activities, and events by making Individuals aware that there is an expectation, at all times, of appropriate and respectful behaviour consistent with Saskatchewan Athletics core values of physical and emotional health and fitness, individual excellence and personal growth, individual development beyond sport, inclusiveness, and integrity.

Saskatchewan Athletics supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect and fairness.

Application of this Code

This Code of Conduct and Ethics applies to Individuals’ conduct during Saskatchewan Athletics business, activities, and events including, but not limited to, competitions, practices, tryouts, training camps, travel associated with Saskatchewan Athletics activities, Saskatchewan Athletics office environment, and any meetings.

An Individual who violates this Code of Conduct and Ethics may be subject to sanctions as determined by the Case Manager. In addition to facing a possible sanction pursuant to a determination by the Case Manager, an Individual who violates this Code of Conduct and Ethics during a competition may be ejected from the competition or the playing area, the official may delay the competition until the Individual complies with the ejection, and the Individual may be subject to any additional discipline associated with the particular competition.

An employee of Saskatchewan Athletics found to have engaged in acts of violence, Discrimination, or Harassment against any other employee, worker, contractor, member, customer, supplier, client, athlete, coach or other third party during business hours, or at any Saskatchewan Athletics event, will be subject to appropriate disciplinary action subject to the terms of Saskatchewan Athletics policies on human resources as well as the employee's Employment Agreement (if applicable). In the event that an employee commits an act of violence, the police may be called depending on the nature and severity of the incident. This Code of Conduct and Ethics also applies to Individuals' conduct outside of Saskatchewan Athletics business, activities, and events when such conduct adversely affects relationships within Saskatchewan Athletics (and its work and sport environment) and is detrimental to the image and reputation of Saskatchewan Athletics. Such applicability will be determined by Saskatchewan Athletics at its sole discretion.

Responsibilities

Individuals have a responsibility to:

1. Maintain and enhance the dignity and self-esteem of Saskatchewan Athletics members and other individuals by:
 - a. Treating each other with the highest standards of respect and integrity;
 - b. Demonstrating equal treatment of all individuals in accordance with the principles set out in the human rights and occupational health and safety legislation as may be applicable;
 - c. Focusing comments appropriately and providing constructive criticism of individuals, members and Saskatchewan Athletics;
 - d. Consistently demonstrating sportsmanship and fair play, sport leadership, and ethical conduct;
 - e. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory or unethical;
 - f. Consistently treating other Individuals fairly and reasonably; and
 - g. Ensuring adherence to the rules of the sport and to the spirit of those rules.
2. Refrain from any behaviour that constitutes Harassment, Workplace Harassment, Sexual Harassment, Discrimination, Abuse, or Violence;
3. Abstain from the non-medical use of drugs and/or the use of performance enhancing drugs or methods. More specifically, Saskatchewan Athletics adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and may be subject to further disciplinary action, and possible sanction. Saskatchewan Athletics will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by Saskatchewan Athletics or any other organization;
4. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport, who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES);

5. Not use his or her power or authority in an attempt to coerce another person to engage in inappropriate activities;
6. Refrain from consuming tobacco products, or recreational drugs while participating in Saskatchewan Athletics programs, activities, competitions, or events;
7. In the case of minors, not consume alcohol, tobacco, or recreational drugs at any competition or event;
8. In the case of adults, not consume recreational drugs in the Workplace or in any situation associated with Saskatchewan Athletics events (subject to any requirements for accommodation), not provide alcohol or recreational drugs to minors, and take reasonable steps to manage the responsible consumption of alcohol in social situations associated with Saskatchewan Athletics events;
9. Respect the property of others and not willfully cause damage;
10. Promote the sport in the most constructive and positive manner possible;
11. Refrain from engaging in cheating which is intended to manipulate the outcome of a competition and/or not offer or receive any bribe which is intended to manipulate the outcome of a competition;
12. Adhere to all Federal, Provincial, municipal and host country laws; and
13. Comply, at all times, with Saskatchewan Athletics bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time.

Directors, Committee Members and Staff

In addition to 6.0 Responsibilities (above), Saskatchewan Athletics Directors, Committee Members, employees, and contractors will have additional responsibilities to, where applicable:

- a) Function primarily as a Director, Committee Member or Staff Member of Saskatchewan Athletics; not as a member of any other particular category of participant in Saskatchewan Athletics activity;
- b) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of Saskatchewan Athletics business and the maintenance of Individuals' confidence;
- c) Ensure that Saskatchewan Athletics financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities;
- d) Conduct themselves openly, professionally, lawfully and in good faith in the best interests of Saskatchewan Athletics;
- e) Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism;
- f) Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in all dealings with others;
- g) Keep informed about Saskatchewan Athletics activities, the international, national and Provincial sport community, and general trends in the sectors in which they operate;
- h) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which Saskatchewan Athletics is incorporated;
- i) Respect the confidentiality appropriate to issues of a sensitive nature;
- j) Ensure that all Individuals are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight;
- k) Respect the decisions of the majority and resign if unable to do so;

- l) Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings;
- m) Have a thorough knowledge and understanding of all Saskatchewan Athletics governance documents; and
- n) Conform to the bylaws and policies approved by Saskatchewan Athletics, in particular this Code of Conduct and Ethics.

Coaches and IST staff

In addition to 6.0 Responsibilities (above), coaches and IST staff have many additional responsibilities. 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. Coaches and IST staff will:

- a) 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;
- b) Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes;
- c) Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments;
- d) Support the coaching staff of a training camp, Provincial team, or national team; should an athlete qualify for participation with one of these programs;
- e) Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete;
- f) Consider the academic pressures applicable to student-athletes and conduct training and events in a manner that supports academic success;
- g) Act in the best interest of the athlete's development as a whole person;
- h) Respect other coaches;
- i) Meet the highest standards of credentials, integrity and suitability, including but not limited to such considerations established by Saskatchewan Athletics policies on professional development and screening;
- j) Report any ongoing criminal investigation, conviction, or existing bail conditions involving themselves or any other Individual;
- k) Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol, recreational drugs and/or tobacco;
- l) Respect athletes participating with other teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', other than after first receiving approval from the coaches who are responsible for the athletes;
- m) Disclose any sexual or intimate relationship with an athlete over the age of 18 to Saskatchewan Athletics and immediately discontinue any coaching involvement with that athlete because of the imbalance of power, unless that intimate relationship began before the coaching relationship;
- n) Not engage in a sexual relationship where a power of imbalance exists;

- a. Power Imbalance: A Power Imbalance may exist where, based on the totality of the circumstances, one person has supervisory, evaluative, a duty of care, or other authority over another. Whether there is a Power Imbalance depends on several factors, including but not limited to: the nature and extent of the supervisory, evaluative or other authority over the person; the actual relationship between the parties; the parties' respective roles; the nature and duration of the relationship; the age of the parties involved; identity aspects (e.g. gender, gender expression, sexual and ethno-racial minorities, physical and intellectual disabilities, and Indigenous status); whether there is an initiator; whether there is a significant disparity in age, size, strength, or intellectual capacity.
- b. Once a coach-Athlete relationship is established, a Power Imbalance is presumed to exist throughout the coach-Athlete relationship, regardless of age. A Power Imbalance is presumed to continue for Minor Athletes after a coach-Minor Athlete relationship terminates until the Athlete reaches 20 years of age. A Power Imbalance may also exist between an Athlete and other adults involved in sport in positions such as high-performance directors, sport specific health-care providers or sport science support staff.
- c. A Power Imbalance may exist, but is not presumed, where an intimate relationship existed before the sport relationship commenced (e.g., a relationship between two spouses or life partners, or a sexual relationship that preceded the sport relationship). There can be no Consent where there is a Power Imbalance within a Dependency or Authority-Based Relationship. Importantly, a Power Imbalance is presumed to exist for the duration of the Athlete-coach relationship. A Power Imbalance that is presumed to exist may be rebutted.
- o) Recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights;
- p) Dress professionally, neatly, and inoffensively; and
- q) Use professional, inclusive, respectful language, taking into account the audience being addressed.

Athletes

In addition to 6.0 Responsibilities (above), athletes will have additional responsibilities to:

1. Report any medical issues or concerns in a timely fashion, when these may limit the athlete's ability to travel, practice, or compete; or in the case of carded athletes, interfere with the athlete's ability to fulfill the requirements of the Athlete Agreement;
2. Participate and appear on-time, and prepared to participate to the best of their ability in all training camps, competitions, practices, training sessions, tryouts, tournaments, and events;
3. Properly represent themselves and participate only in competition for which they are eligible;
4. Adhere to Saskatchewan Athletics rules and requirements regarding clothing and equipment;

5. Never ridicule a participant for a poor performance or practice;
6. Act in a manner that respects others and not use violence, foul language, or negative gestures;
7. Dress to represent the sport and themselves well and with professionalism; and
8. Act in accordance with Saskatchewan Athletics policies and procedures and, when applicable, additional rules as outlined by coaches or managers.

Officials

In addition to 6.0 Responsibilities (above), officials will have additional responsibilities to:

1. Maintain and update their knowledge of the rules and rules changes;
2. Work within the boundaries of their position's description while supporting the work of other officials;
3. Act as an ambassador of Saskatchewan Athletics by agreeing to enforce and abide by national and Provincial rules and regulations;
4. Take ownership of actions and decisions made while officiating;
5. Respect the rights, dignity, and worth of all individuals;
6. Not publicly criticize other officials or any club or association;
7. Assist with the development of less-experienced officials;
8. Conduct themselves openly, impartially, professionally, lawfully, and in good faith in the best interests of Saskatchewan Athletics, athletes, coaches, other officials, and parents;
9. Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others;
10. Respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about Individuals;
11. Honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or association at the earliest possible time;
12. When writing reports, set out the true facts and not attempt to justify any decisions; and
13. Dress in proper attire for officiating.