

Pittwater Outrigger Racing Club Inc.

Code of Conduct

It is a requirement of the Club membership that each club member has read and signed or digitally agreed to this document before the renewal of their membership each year.

General Member Code of Conduct

As a member of the Pittwater Outrigger Racing Club Inc., you are required to comply with the following General Member Code of Conduct. You must meet the following requirements in regard to your conduct during any activity held or sanctioned by the Pittwater Outrigger Racing Club Inc., a member association or an affiliated club and in any role you hold within the Pittwater Outrigger Racing Club Inc.:

1. Respect the rights, dignity and worth of others.
2. Be fair, considerate and honest in all dealing with others.
3. Be professional in, and accept responsibility for, your actions.
4. Make a commitment to providing quality service.
5. Be aware of, and maintain an uncompromising adherence to, Pittwater Outrigger Racing Club Inc. standards, rules, regulations and policies.
6. Operate within the rules of the sport including national and international guidelines, which govern Pittwater Outrigger Racing Club Inc., the member associations and the affiliated clubs.
7. Do not use your involvement with Pittwater Outrigger Racing Club Inc., a member association or an affiliated club to promote your own beliefs, behaviours or practices where these are inconsistent with those of the Pittwater Outrigger Racing Club Inc.
8. Demonstrate a high degree of individual responsibility especially when dealing with persons less than 18 years of age, as your words and actions are an example.
9. Avoid unaccompanied and unobserved activities with persons less than 18 years of age, wherever possible.
10. Refrain from any form of harassment of others.
11. Refrain from any behaviour that may bring the Pittwater Outrigger Racing Club Inc., a member association or an affiliated club into disrepute.
12. Provide a safe environment for the conduct of the activity.
13. Show concern and caution towards others who may be sick or injured.
14. Be a positive role model.
15. Understand the repercussions if you breach, or are aware of any breaches of, this code of behaviour.

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Administrator (Executive Committee Member) Code of Conduct

In addition to the Pittwater Outrigger Racing Club Inc. General Member Code of Conduct, you must meet the following requirements in regard to your conduct during any activity held by or under the auspices of the Pittwater Outrigger Racing Club Inc., a member association or an affiliated club and in your role as an Administrator of the Pittwater Outrigger Racing Club Inc.:

1. Resolve conflicts fairly and promptly through established procedures.
2. Maintain strict impartiality.
3. Be aware of your legal responsibilities.

Coach's Code of Conduct

In addition to the Pittwater Outrigger Racing Club Inc. General Member Code of Conduct as outlined in the Club Constitution, you must meet the following requirements in regard to your conduct during any activity held or sanctioned by the Pittwater Outrigger Racing Club Inc., a member association or an affiliated club and in your role as a Coach appointed by the Pittwater Outrigger Racing Club Inc.:

1. Do not tolerate acts of aggression.
2. Provide feedback to paddlers and other participants in a manner sensitive to their needs. Avoid overly negative feedback.
3. Recognise paddlers' rights to consult with other Coach's and advisers. Cooperate fully with other specialists (for example, sports scientists, doctors and physiotherapists).
4. Treat all paddlers fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socioeconomic status and other conditions.
5. Encourage and facilitate paddlers' independence and responsibility for their own behaviour, performance, decisions and actions.
6. Involve the paddlers in decisions that affect them.
7. Encourage paddlers to respect one another and to expect respect for their worth as individuals regardless of their level of play.
8. Ensure that the tasks and/or training set are suitable for age, experience, ability, and physical and psychological conditions of the paddlers.
9. Ensure any physical contact with paddlers is appropriate to the situation and necessary for the paddlers skill development.
10. Be acutely aware of the power that you as a coach with your paddlers in the coaching relationship and avoid any sexual intimacy with paddlers that could develop as a result.
11. Avoid situations with your paddlers that could be construed as compromising.

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12. Actively discourage the use of performance enhancing drugs and the use of illegal substances.
13. Do not exploit any coaching relationship to further personal, political or business interests at the expense of the best interest of your paddlers.
14. Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
15. Know and abide by rules, regulations and standards, and encourage paddlers to do likewise. Accept both the letter and the spirit of the rules.
16. Be honest and ensure that qualifications are not misrepresented.

As a Pittwater Outrigger Racing Club Coach I will: -

- 1. Respect the rights, dignity and worth of every human being.**
 - Within the context of the activity, treat everyone equally regardless of sex, disability, ethnic origin or religion.
- 2. Ensure the athlete's time spent with you is a positive experience.**
 - All athletes are deserving of equal attention and opportunities.
- 3. Treat each athlete as an individual.**
 - Respect the talent, developmental stage and goals of each individual athlete.
 - Help each athlete reach his or her full potential.
- 4. Be fair, considerate and honest with athletes.**
- 5. Be professional and accept responsibility for your actions.**
 - Display high standards in your language, manner, punctuality, preparation and presentation.
 - Display control, respect, dignity and professionalism to all involved with the sport. This includes opponents, coaches, officials, administrators, the media, parents and spectators.
 - Encourage your athletes to demonstrate the same qualities.
- 6. Make a commitment to providing a quality service to your athletes.**
 - Maintain or improve your current accreditation with Canoe Australia via the Australian Canoeing Award Scheme.
 - Seek continual improvement through performance appraisal and ongoing coach education.
 - Provide a training program, which is planned and sequential.
 - Maintain appropriate records.
- 7. Operate within the rules and spirit of your sport.**
 - The guidelines of national and international bodies governing your sport should be followed. Please contact your sport for a copy of its rulebook, constitution, by-laws, relevant policies, such as anti-doping policy, selection procedures etc.
 - Coaches should educate their athletes on drugs in sport issues in consultation with the Australian Sports Drug Agency (ASDA).

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8. Any physical contact with athletes should be:

- Appropriate to the situation
- Necessary for the athlete's skill development.

9. Refrain from any form of personal abuse towards your athletes.

- This includes verbal, physical and emotional abuse.
- Be alert to any forms of abuse directed towards your athletes from other sources whilst they are in your care.

10. Refrain from any form of harassment towards your athletes.

- This includes sexual and racial harassment, racial vilification and harassment on the grounds of disability.
- You should not only refrain from initiating a relationship with an athlete, but should also discourage any attempt by an athlete to initiate a sexual relationship with you, explaining the ethical basis of your refusal.

11. Provide a safe environment for training and competition.

- Ensure equipment and facilities meet safety standards.
- Ensure equipment, rules, training and the environment are appropriate for the age and ability of the athletes.

12. Show concern and caution towards sick and injured athletes.

- Provide a modified training program where appropriate.
- Allow further participation in training and competition only when appropriate.
- Encourage athletes to seek medical advice when required.
- Maintain the same interest and support towards sick and injured athletes.

13. Be a positive role model for your sport and athletes.

- Be treated with respect and openness
- Have access to self-improvement opportunities
- Be matched with a level of coaching appropriate to their level of competence.

Failure to Comply

Actions Associated with a Failure to Comply with the Club, Administrator (Executive Committee Member) or Coach's Code of Conduct are:

1. If a member witnesses a fellow club member not complying with the Club Code of Conduct then it is up to them to forward a written complaint to the Clubs Executive Committee (President, Vice President, Secretary or Treasurer) for recording and action at the next Executive Committee meeting. The Executive Committee will make every attempt to validate the complaint in fairness to all parties involved.

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2. If a member accumulates three written warnings recorded and validated by the Executive Committee during the term of their membership with the Club, continuous years or not, then the Executive Committee will make a recommendation for termination of membership. The Executive Committee must provide proof of pre-recorded complaints to the member, documenting the date of the complaint and confirming that they were notified in writing, before termination of membership can be effected.
3. If a member uses the Clubs Social Media facilities in a manner which is deemed by the Executive Committee to be inappropriate, abusive or offensive and to be in violation of the Clubs Code of Conduct then the Executive Committee can without recourse to the member concerned block their access to this facility and if deemed necessary record and issue a written warning.
4. Any member who feels they have been wrongly accused or treated as a result of a recorded failure to comply with the Club Code of Conduct can ask to put their case at the next General Committee meeting and the Executive Committee will make a final recommendation based on the consensus of the General Committee.
5. Any recommendation to overturn an Executive Committee disciplinary decision must provide conclusive proof of innocence or a reasonable alternative action supported by the General Committee.

Signed and acknowledged

.....
Signature of Member

.....
Date

Name:.....

OR

By ticking this check box, I acknowledge that I have read and accept the Pittwater Outrigger Racing Club Inc. Code of Conduct and will return this acknowledgement by email.

It is a committee requirement that you confirm by return email or mail confirmation you have read the club's Code of Conduct.

Return email address is:
pittwateroutrigger@gmail.com

Return mailing address is:
PO Box 1143, Mona Vale NSW 2103