

# **CANMORE NORDIC SKI CLUB (CNCS)**

## **CODE OF CONDUCT**

**Amended June 2016**

The CNCS Code of Conduct has been implemented to ensure all club members, including athletes, coaches, parents and volunteers, have a safe and positive environment while participating in club activities, and to foster an environment of respect. Violation of the Code of Conduct may be subject to consequences as outlined in this document.

- 1) Members agree to respect and provide support for coaches to coach and the officials to officiate. If a parent has a concern about their child, their child's program, or the coaching of their child, they should raise these concerns in a respectful manner in one of the following ways:
  - i) Through discussion with the program coach immediately following a training session. Parents should refrain from questions and concerns at the beginning of a session when the coach is focused on the session.
  - ii) Through a meeting with the program coach and program director.
  - iii) Through a meeting with the program coach and a representative of the CNCS Board of Directors.
- 2) It is expected that all members display responsible and positive attitudes.
- 3) Parents are responsible for ensuring that their child finds their group if they are late. It is also the parents' responsibility to ensure their child is picked up on time. Athletes will be sent to the Bill Warren Training Centre or the Day Lodge if the parent is more than 15 minutes late.
- 4) Participants must arrive with appropriate clothing and equipment for the session activities. They must also follow the wax recommendations posted by the coach in advance of the session.
- 5) It is mandatory for parents of athletes at the Track Attack level and higher to participate in a waxing workshop. CNCS athletes benefit from the expertise, knowledge and commitment of the club's wax team and coaches. To ensure the effective and efficient waxing of athlete skis for races, families and athletes are expected to follow the waxing preparations recommended in advance of each race by CNCS coaches. High fluorocarbon additives will be used at the discretion of the coaches/wax team when considered appropriate for the snow conditions and the specific level of race.
- 6) Members must respect other people and their property. Disrespect for property and verbal or physical abuse which violates the integrity and wellbeing of another will lead to disciplinary action.
- 7) Members of the CNCS Junior/Senior Racing Team, including Train to Train and older, will wear CNCS clothing at competitions.

- 8) Parents and athletes are responsible for arranging their own transportation to away events. CNSC coaches are not responsible for the safety of athletes while travelling to away events.
- 9) Members must respect the property of the the Canmore Nordic Centre (CNC), including trails, equipment, team room and Day Lodge, as well as the property and equipment of all other properties visited as part of the CNSC team.
- 10) Members are expected to adhere to a high standard of moral and ethical conduct as referenced in the CNSC Harassment Policy.
  - a) This includes refraining from conduct that is insulting, intimidating, humiliating, offensive or physically harmful.
  - b) Types of inappropriate behavior also include, but are not limited to, unwelcome jokes, teasing, bullying, threatening, abuse and assault.
- 11) Smoking and the use of non-prescription drugs (this includes social drugs) or banned doping substances is not allowed. Athletes, in consultation with their coaches, have a responsibility to be aware of and avoid the use of performance enhancing substances.
- 12) Possession or consumption of alcohol by minors is strictly forbidden.
- 13) Athletes of a legal drinking age will refrain from excessive consumption of alcohol, and follow all guidelines established by the Program Director regarding the use of alcohol.
- 14) All members will behave in a respectful manner towards others. Swearing, violence or vulgar language will not be tolerated.
- 15) All members will demonstrate a respect for property. Willful vandalism, the destruction of property or theft will not be tolerated.
- 16) Athletes will obey curfews and schedules and punctually attend all team events.
- 17) Athletes will keep all team areas, including sleeping areas, neat, clean and orderly.
- 18) Any behavior which occurs either at the CNC or at another club that jeopardizes the good name and reputation of CNSC will lead to disciplinary action. This includes, but is not limited to, verbal or physical abuse of other team members, volunteers, club members or citizens.

### **Social Media**

The CNSC supports the use of social media by its members as a way to connect with others and to promote and celebrate the sport, our programs, our events and our activities. Social media use includes engagement on current and future online platforms such as Facebook, blogs, Twitter, file sharing, portals, emails, group chats and webcasts –

whether the individual is the content author, or shares or likes other peoples' comments or opinions.

Unacceptable social media activity will not be tolerated. This includes but is not limited to communication that:

- Is hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals.
- Is damaging to the CNSC's reputation and/or relationships with our stakeholders and funding partners.
- Divulges confidential or proprietary information.
- Fails to respect the privacy of others by disclosing personal information without consent.
- Includes explicit pictures and/or inflammatory language.

### **ENFORCEMENT POLICY**

Infractions of the CNSC Code of Conduct fall under two categories:

Minor infractions: Single breaches that has a limited impact on the athlete, other athletes or individuals and/or the program as a whole and that generally do not result in harm to self or individuals.

Examples include:

- Single instances of disrespectful or rude behavior
- Unsportsmanlike conduct
- A minor disturbance or disruption after quiet time at camps
- Other similar infractions of minor severity.

Major infractions: A single breach of significance or repeated breaches/behavior that has serious impact on the athlete, other athletes or individuals and/or the program as a whole.

Examples include:

- Fighting
- Vandalism
- Theft
- Bullying
- Pranks, jokes, or other activities which endanger the safety of others;
- Possession or use of illegal drugs
- Consumption of alcohol or use of an illegal drug by a minor
- Repeated minor infractions

Infractions to the CNSC Code of Conduct will be dealt with as follows:

1. In the case of minor infractions, the Program Coach will schedule a discussion with the involved party(ies). The incident will be discussed and strategies to improve

conduct will be agreed upon. If this step doesn't achieve the desired results, a meeting with the involved party(ies), the Program Coach, Program Director and parent(s), if a minor is involved, will be coordinated by the Program Coach. Repeated minor infractions may result in the matter being considered a major infraction.

2. In the case of major infractions involving athletes, the coach will notify the Program Director and the parent(s) immediately or as soon as communication is possible. The coach may also pull the athlete from participating in a CNSC activity until such time as the Program Director and/or the parent(s) can be contacted. In severe cases, an athlete may be sent home at the expense of the parents/guardian if attending an out-of-town event/activity. Should the Program Director determine that disciplinary action is warranted, the Program Director will recommend appropriate action to the club's Board of Directors. Major Infractions involving members will be addressed through the Dispute Resolution Policy – A General Grievance and Appeal Procedure. In severe cases, suspension from training and racing activities or expulsion from the club may result.

Please sign below agreeing to the above

Athlete Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### PHOTO RELEASE:

Photographs are regularly taken during Canmore Nordic Ski Club program activities and special events.

I grant permission to CNSC and other associated cross-country organizations (e.g.: CCA, Biathlon AB, CCC, etc.) to use my/my child's photograph on its website, on exhibition space and/or for fundraising, development or public relations purposes.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature (if applicable) \_\_\_\_\_

Date \_\_\_\_\_

At the beginning of the year, or for each event if necessary, each athlete should read this document and print their name on the back of it.

Code of Conduct for CNSC races, camps and sessions away from home.

- 1) I will respect other people and their property at all times.
- 2) I will be polite, sportsman-like and well behaved.
- 3) I will strictly obey all lights out, and quiet times, realizing proper sleep is important for all athletes.
- 4) I will keep my sleeping area neat and tidy, and look after my equipment and belongings.
- 5) I will be on time for all events, meals and workouts.
- 6) I will be well prepared for every event, i.e. proper clothes, snacks, gear etc.
- 7) It is my responsibility to know the schedule and wear a watch.
- 8) I will not hurt another person with words or actions, but seek out a coach or parent chaperone to help if needed.
- 9) I will not smoke or drink alcohol.
- 10) I understand that I may be sent home if I do not behave properly.
- 11) I will follow the instructions provided by a Program Coach or Program Director regarding cell phone and computer use. I will not use a cell phone during any training session or race.