



"Home to Wushu
in Ontario"

WOP6-Code of Conduct Policy

EFFECTIVE: July 1st, 2016

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WushuOntario - Code of Conduct Policy

Application of this policy: WushuOntario has separate and distinct codes of conduct for general and specified members whereas addressing the specific needs of each group.

1. This Policy applies to all Members of WushuOntario ("WO"), where Members are defined to include board of directors, member clubs, coaches, officials, athletes (including athletes training at a Provincial and/or National Team training camp/centre and those selected to the Provincial and/or National Team), team managers and team staff, event organizers, administrators, volunteers, staff and contractors of WO who are expressly or impliedly requested to act as representatives of WO.
2. This Policy should be read in conjunction with any contract or agreement entered into between WO and Members of WO.
3. This Policy was reviewed by WO on June 18th, 2016. It will be reviewed on an annual basis and may be amended, deleted or replaced by a resolution of the Board.

Introduction

4. Wushu is one of Canada's fledgling sports and those who have participated in it over the years have built its reputation for fierce but fair competition and good sportsmanship. The discipline and teamwork required to excel at Wushu promotes values that are traditional to the sport and are of lifelong importance. These values include; respect, discipline, excellence, integrity, and community.
5. Members of WO must continue to uphold these values both at home and when competing abroad, be exemplary role models for others in our sport and do nothing in or out of uniform, on or off the competition arena that would bring our sport, our provincial association, national association, our Province, or our Country into disrepute.

Expected Standard of Ethical Conduct

6. All Members of WO are expected to:
 - a. Remember at all times that they are a representative of WO.
 - b. Demonstrate through words and actions the spirit of sportsmanship, sports leadership and ethical conduct.
 - c. Treat others with respect and refrain from negative or disparaging remarks or comments.
 - d. Recognize that Members form one team. Cooperate with one another, demonstrate mutual respect and avoid criticism of each other by and/or through any means (e-mail, social media/networking sites, media, etc.).
 - e. Dress appropriately at all times, adhering to WO and IWuF rules regarding clothing and logos and wearing Team clothing at all designated times as required by WO. Demonstrate at all times respect for opponents, event organizers, officials and volunteers both in victory and in defeat. Refrain from criticism of opponents, event organizers, officials, volunteers and provincial and national and international wushu associations by and/or through any means (e-



mail, social media/networking sites, media, etc.). This requires Members to accept decisions and utilize the formal process of appeal, protest or challenge in the event of disagreement.

- f. When competing outside Ontario or Canada, be mindful of the fact that, as Members of WO, you are guests. Be respectful of the host Province's or Country's traditions take care of any property entrusted to you and express gratitude to event organizers and others who have shown their hospitality.
- g. Know the identity of WO's sponsors, be supportive of their role as sponsors and refrain from displaying support for sponsors' competitors when involved in Wushu activities.
- h. Do not knowingly place yourselves in a situation that would give rise to a conflict between personal interests and the interests of WO
 - i. For the purpose of this Policy, conflict of interest is defined as "a situation where a Member or the entity with which he or she is affiliated, has a real or perceived competing interest with WO's activities. This competing interest may result in the Member, or the entity with which the Member is affiliated, being in a position to benefit from the situation or in WO not being able to achieve a result which would be in the best interest of WO".
- i. Avoid and reject the non-medical use of drugs or the use of performance-enhancing drugs or methods, in accordance with CCES, IWuF and WADA.
- j. Comply with the Doping Control Rules contained in the Canadian Anti-Doping Program as prescribed by CCES, IWuF and WADA.
- k. Comply with all other obligations set out in the **Athlete Agreement**.
- l. Refrain from the use or consumption of any illegal products while a member of a WO team, where illegal is defined as prohibited by the laws of Canada and prohibited by the laws of all Countries that Members may travel to as part of the WO Team.
- m. Refrain from using alcohol and tobacco products when involved in WO training sessions or competitive events and consume these products responsibly in association with WO/National/International Wushu association social events.
 - i. Note: WO has a "zero tolerance" policy with respect to the consumption of drugs/alcohol by any WO team member under the legal drinking age, which for the purposes of this Policy is defined as age 19 years.
 - ii. This "zero tolerance" policy for the consumption of alcohol also applies to all WO team members (including team staff and coaches) involving solely junior and/or youth athletes, regardless of the team member's age, while participating in Team activities.
- n. Refrain from the use of profane, insulting or otherwise offensive conduct or language.
- o. Refrain from any behaviour that constitutes harassment where harassment is defined as a course of comment or conduct that is known or ought reasonably to be known to be unwelcome.
- p. Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as deliberate or repeated, unsolicited sexually-oriented comments, anecdotes, gestures or conduct that
 - i. are offensive and unwelcome, or



- ii. create an offensive, hostile or intimidating environment, or
- iii. can reasonably be expected to be harmful to participants in the sport environment.
- q. Refrain from all types of sexual misconduct in the sport environment. Age is not relevant to allegations of sexual misconduct. For the purposes of this Policy, sexual misconduct is the use of power or authority in an attempt to coerce another person to engage in or tolerate sexual activity. Such abuses of power and authority include, but are not limited to, explicit or implicit threats of reprisals for non-compliance or promises of reward for compliance.
- r. Refrain from deliberate cheating, and shall not offer or receive any bribe or similar benefit which is intended to manipulate the outcome of a competition.
- s. Comply at all times with the bylaws, policies, rules and regulations of WO, as adopted and amended from time to time, including complying with any contracts or agreements executed with or by WO.

7. Member Clubs, Coaches, Athletes, Officials, Board of Directors and Staff have additional Responsibilities:

- a. Member Clubs and Coaches must:
 - i. Consistently display high personal and professional standards and project a positive image of the sport and of coaching.
 - ii. WO endorses the Coaching Code of Ethics of Coaches of Canada. Coaching staff must be familiar with and adhere to this Code of Ethics. The relationship between athlete and coach/member club gives coaches the power to play an influential role in the personal as well as the athletic development of their athletes. Coaches must use such power carefully and not abuse it. Coaches can be influential through their behaviour and conduct not only in conveying the values and image of the sport but also in projecting values for life.
 - iii. Ensure a safe training environment by selecting activities and establishing controls that are suitable for age, experience ability and fitness levels of athletes.
 - iv. Be mindful of the safety of athletes under their direction at all times and adhere to the safety rules in force at training and competition sites.
 - v. Actively assist in sustaining the present and future health of athletes by communicating and cooperating with registered medical practitioners in the diagnosis, treatment and management of injuries and other associated health or fitness problems.
 - vi. Educate athletes about the dangers of drugs and performance enhancing substances.
 - vii. Ensure that athletes are made aware of the details of the team selection process in addition to the rules and regulations of the sport.
 - viii. Abide by the Selection Policy and Selection Criteria as same may be amended from time to time and ensuring that proper details and records are maintained as directed by WO regarding selection decisions.



- ix. Abide by the rules of Wushu competition and practice good sportsmanship and actively encourage athletes to do so.
 - x. Consider the future health and well-being of athletes as paramount when making decisions regarding an injured athlete's ability to continue training or competing.
 - xi. Direct comments or constructive criticism to focus on performance rather than the athlete personally.
 - xii. Respect the confidentiality of an athlete's medical information and refrain from disclosing or discussing it with any person or entity other than the athlete, his or her health advisors and coaching staff without the express and/or implied consent of the athlete.
 - xiii. Accept and promote athletes' personal goals and, as need and opportunity arises, refer athletes to other coaches and sport performance specialists.
 - xiv. In the case of minors, communicate and cooperate with the parents/guardians of athletes and involve them in decisions pertinent to the athlete's development where practical to do so.
 - xv. Consider the academic pressures placed on student-athletes and conduct training and events in a manner that supports academic success.
 - xvi. Refrain from any behaviour or conduct that abuses the power imbalance inherent in the coaching/member club position.
 - xvii. Ensure compliance with WO's drug and alcohol policy statements.
- b. Athletes in training must:
- i. Adhere to and complete the mutually agreed training program designated by their member clubs, including WO Team testing, medical examinations and necessary immunizations required for sport training.
 - ii. Maintain their training passport and provide coaches with details of their unsupervised out of club training as required.
 - iii. Respect team/club equipment and return it in proper condition.
 - iv. Be open with medical support staff and coaches about any medical issue that may reasonably affect the athlete's ability to train and compete, and respect decisions by medical support staff about continued training or competition taking into consideration the athlete's health.
 - v. Ensure all medical and non-medical concerns and records are maintained.
 - vi. Report any health or fitness related problems in a timely fashion where such problems may limit the athlete's ability to travel, train, or interfere with the athlete's ability to fulfil obligations under the competition requirements.
 - vii. Provide complete and accurate information on all declarations required about medication that is being taken.
 - viii. Comply with any athlete obligations under the Canadian Anti-Doping Program and IWuF and WADA requirements.



- c. Athletes in competition must:
 - i. Respect all curfews established by WO and its coaches.
 - ii. Be mindful of individual safety and adhere to the safety rules that are in force from time to time.
 - iii. Compete in events in which they are entered unless prevented from doing so by injury or illness.
 - iv. Report any health or fitness related problems in a timely fashion where such problems may limit the athlete's ability to travel, train, compete.
 - v. Ensure that their travel itinerary meets the expectations of the coaches in travelling to and from competition.
 - vi. Acquaint themselves with and, adhere to rules of particular events including uniform rules, equipment requirements, clothing marketing, immigration and deportment requirements.

- d. Officials must:
 - i. Conduct all events according to the rules of WO with the integrity of the sport and each athlete's performance in mind.
 - ii. Work in a spirit of cooperation with other officials, assisting less experienced colleagues and refraining from public criticism of other officials through any means.

- e. Board of Directors and Staff must:
 - i. Act in the best interest of WO and the team of athletes that they support.
 - ii. Communicate openly with each other and the club members/coaches as necessary on matters affecting the athletes and the team.
 - iii. Medical support staff must respect the confidentiality of the Member's medical information and respect the terms of the athlete's permission, given under the Athlete Agreement. An athlete's health can only be discussed with the Competition Director and coaching staff to the extent that, in the opinion of the medical support staff, such information is relevant to the athlete's ability to train or to compete at an expected level. In such event, medical staff must first inform the athlete that they will be disclosing the athlete's health information and to whom. Care must be taken to avoid inadvertent disclosure of medical information given the potential close confines of the team treatment area and living quarters.
 - iv. When accompanying a Team abroad, the medical support staff must recognize that the health of team members/athletes is a priority and be ready to attend to their needs at all times. They should remain in close proximity to the Team. If absent for any reason they must inform the Team Manager and/or designate of their whereabouts in case of need.
 - v. Abide by all applicable laws, by-laws, rules and regulations of competent authorities and standards of conduct established by the applicable licensing body governing the conduct of the particular medical support staff and shall at all material times maintain membership in good standing with the applicable licensing body.



- vi. Maintain records as required by the applicable licensing body and as specified by WO.

Travelling to Competition

8. All Members of WO competing on Provincial/National Teams have the objective of winning gold medals in international competition and their concentrated focus has to be on this objective. Accordingly, travel, accommodation and meal arrangements are made for the WO Team Members only and non-official team members are requested :
 - a. Assist with providing timely and accurate information to travel with the Team;
 - b. To adhere to the decisions and stay in the recommended accommodation as the Team;
 - c. To be timely and to abide by team leaders in regards to eating meals and travelling with the Team; and
 - d. To respect rest, curfew and training procedures determined by team leaders and designated coaches.

An exception to this rule is allowed in the case of non-official team members where, in the opinion of the team leader in consultation with the designated coaches, it would be to the benefit of the Team.

In some cases, alternative travel or accommodation arrangements may not be practicable, in which case non-official team members are asked to be discreet and to respect the requests of the team leaders and designated coaches.

Discipline

9. Failure by a Member to achieve the expected standards set out above may result in an infraction and the imposition of disciplinary measures. (NOTE: If the Member complained of is a paid employee of WO, discipline will be dealt with in accordance with the Human Resource Policy Manual.)
10. Any Member may report an infraction of this Policy to the President in writing within 14 days of the alleged infraction.
11. WO may determine that an alleged infraction is of such seriousness as to warrant immediate suspension of a Member pending investigation, a hearing before the Board of Directors and a disciplinary decision.
12. The President (or designate) is responsible for dealing with infractions of this Policy and overseeing the discipline process. The President, in consultation with the Board of Directors, is authorized to take disciplinary action against any Member consistent with the provisions of the WO Constitution and applicable policies and rules. Where the Member is a member of a Provincial or National Team, the authority to take disciplinary action will be delegated to the National President, in consultation with the President of WO.
13. In deciding the appropriate action, the rules of procedural fairness must be respected. Thus, the person affected must know the allegations against him or her and must be given a chance to respond to the allegations.



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14. The President, or in the case of a National Team Member the National President, will decide whether an alleged breach of this Policy is sufficiently serious to warrant reporting to the Board of Directors in order to hold a disciplinary hearing in accordance with Disciplinary Policy of WO.
15. Where a Member has been suspended or is the subject of a disciplinary hearing in accordance with the Disciplinary Policy of WO, the Member's Club will be advised accordingly.
16. The following Criminal Code convictions are fundamentally inconsistent with sport involvement. A Member's conviction for any of the following criminal offenses will be deemed a breach of this Policy, subject to disciplinary sanctions as determined by the Board of Directors: a) Any offenses involving child pornography; b) Any sexual offenses involving a minor; c) Any offenses of assault involving a minor; d) Any offense of physical or psychological violence involving a minor.

Member's Right to Appeal

17. Any member of WO who is affected by a decision taken by WO specifically with regard to that member by the Board, by any Committee of the Board or by anybody or individual within WO who has been delegated authority to make decisions in accordance with WO's constitution and governance policies, shall have the right to appeal that decision subject to the terms and conditions set out in WO's "Appeal Policy and Procedure". This document sets out the policy and procedure for appeals by all categories of Member of WO against decisions that affect them. It provides for an internal process and, in most cases, a final external process. The purpose of this Policy is to enable disputes with members to be dealt with fairly, expeditiously and affordably within WO and without recourse to external procedures.
18. Exception – The decision to terminate the employment of an WO employee due to a breach of this Code of Conduct is not subject to Appeal.