



# EDMONTON ROWING CLUB

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## Code of Conduct

<b>Policy Title</b>	<b>Code of Conduct</b>
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<b>Approved by and date</b>	<b>ERC Board July 7, 2020</b>
<b>Appendix(-ces) to this policy</b>	<b>Appendix A – Print version - Acknowledgement</b>

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## Purpose

1. This policy defines the Standards of Conduct for all members of the ERC community. It describes the expected behaviour for all individuals involved in ERC activities and programs.

## Application

2. This policy applies to everyone in the ERC community.

## Policy Statement

3. The ERC, a presence in Edmonton since 1974 has built its reputation on fair competition, good sportsmanship, and community outreach. Athletes from the ERC have enjoyed success at the national and international levels, including the Olympics. These successes are based on discipline and teamwork that embody the values of the sport - excellence, integrity, and community.
4. Members of the ERC Community continue to uphold these values in our activities at ERC and when competing at regattas.
5. Involvement in the ERC and participation in its activities provides many benefits and privileges; these are balanced by responsibilities and obligations, including adherence to the Standards of Conduct.

## Definitions

6. **Member** means a member in good standing.
7. **Member in Good Standing** is defined as an individual who:
  - holds a current membership in one of the ERC membership categories – Junior, Sport, Senior, Master, or Life;
  - has paid all applicable membership fees to the ERC, the Alberta Rowing Association (ARA) and Rowing Canada Aviron (RCA);
  - has read and signed the ERC liability waiver relevant to the individual’s situation; and;

- is compliant with non-monetary membership requirements including bingo and volunteer commitments.
8. **Participant** is defined as an individual who:
- Has registered in an ERC fixed term program such as Row for Kids, Learn to Row, or Summer Camp, but who has not purchased a membership in the ERC;
  - Has paid relevant program fees and ARA/RCA fees; and
  - Has read and signed the ERC liability waiver relevant to their situation.
9. **ERC Community** includes all individuals who are involved in the ERC, whether as members, coaches, staff, volunteers, parents, or program participants.
10. **Parent** means the parent or legal guardian of a member or participant who is under the age of 18.

## Standards of Conduct

11. Everyone in the ERC community is expected to model the behaviours and adhere to the Expected Standards of Conduct for the ERC Community. Additional specific requirements apply to particular roles, for example, that of a coach. These specialized requirements are in addition to and enhance the Standards that apply to all members of the ERC Community.

## Expected Standards of Conduct – ERC Community

12. Everyone in the ERC Community is expected to model the behaviours and adhere to the general Standards of Conduct listed:
- Exhibit moral, ethical, and respectful behaviour
  - Display good sportsmanship and team spirit in any ERC activities;
  - Treat others including members, participants, volunteers, officials and spectators, with respect;
  - Demonstrate through words and actions the spirit of sportsmanship, sports leadership and ethical conduct;
  - Respect ERC property and equipment and not willfully cause damage;
  - Respect individual rights;
  - If under the age of majority, refrain from the use of alcohol, tobacco and cannabis at all times;
  - If of the age of majority, practice the responsible use of alcohol, tobacco, and cannabis. Refrain from the use or consumption of any alcohol, tobacco and cannabis when participating in ERC training and competitions;
  - Refrain from any behaviour that constitutes harassment or abuse, including sexual misconduct or harassment, and verbal or physical abuse.
  - Comply with RCA rules of racing;
  - Comply with all ERC bylaws, policies, regulations, and procedures.

## **Expected Standards of Conduct- ERC Coaches**

13. ERC coaches, both paid and volunteer, are the public face of and representatives of the ERC. They are required to at all times:

- Demonstrate high personal and professional standards and project a positive image of rowing and coaching;
- Adhere to ERC and RCA Codes of Conduct and Standards for certified coaches as set out by the Coaching Association of Canada;
- Ensure a safe training environment for all participants;
- Ensure all safety protocols are met during ERC training sessions and competitions;
- Consider future health and well-being of athletes when designing athlete training programs;
- Help promote athlete personal and performance goals;
- Provide performance focused comments and constructive criticisms;
- Refrain from any behaviour that may be interpreted as sexual, physical, verbal and/or psychological harassment or abuse.

## **Expected Standards of Conduct for ERC Members and Participants**

14. All ERC Members and Participants must:

- Respect ERC equipment and facilities and not cause willful damage to them;
- Commit to training schedules as defined by their program coach;
- Ensure their program coach is aware of any medical issues or other factors that impact their ability to train or participate;
- When travelling to competitions or ERC events, make travel arrangements that meet the expectations of coaches and organizers and conform to ERC policies;
- Understand and adhere to regatta rules of racing, traffic patterns and uniform requirements;
- Refrain from using language or behaving in a way that may be interpreted as sexual, physical, verbal and/or psychological harassment or abuse.

## **Expected Standards of Conduct for ERC Staff**

15. All ERC staff must:

- Act in the best interest of the ERC and its community;
- Abide by and adhere to the ERC Code of Conduct and the terms of their contractual agreements;
- Communicate in a respectful manner with all members of the ERC community;

- Maintain confidentiality of ERC business information and personal information of ERC members and participants;
- Maintain records and safe storage of records as required by ERC;
- Engage in a friendly, open, respectful manner to members, participants, other staff and the public;
- Refrain from any behaviour that may be interpreted as sexual, physical, verbal and/or psychological harassment or abuse.

## **Expected Standards of Conduct for ERC Board Members**

16. All ERC Board Members must:

- Act in the best interest of the ERC;
- Act as positive ambassadors of the ERC;
- Abide by and adhere to ERC Code of Conduct
- Maintain confidentiality of sensitive ERC business information and personal information of the ERC community members that is obtained while performing ERC duties;
- Be aware of and not engage in activities or behaviour that may be, or may be perceived to be, in conflict of interest;
- Not engage in fraudulent or other criminal behaviour and report to the ERC Executive any charges or convictions under the Criminal Code of Canada or any other jurisdiction;
- Behave in a respectful and professional manner at the club and at club meetings;
- Refrain from any behaviour that may be interpreted as sexual, physical, verbal and/or psychological harassment or abuse.

## **Expected Standards of Conduct for ERC Volunteers**

17. All ERC Volunteers including parents are expected to follow these guidelines:

- Abide by Expected Standards of Conduct for members of the ERC community;
- Act as a positive ambassador of the ERC;
- Promote the ERC and the sport of rowing to the public;
- Behave in a respectful and positive manner to others including members, participants, staff, and the public when representing the ERC;
- Refrain from any behaviour that may be interpreted as sexual, physical, verbal and/or psychological harassment or abuse.

## **Responsibilities**

18. It is the responsibility of all members of the ERC community to commit to and adhere to this Code of Conduct while engaged in ERC activities and events.

## References

19. [Rowing Canada Aviron Code of Conduct](#).
20. [Coaching Association of Canada](#).
21. [The Sport Information Resource Centre Universal Code of Conduct](#) to Prevent and Address Maltreatment in Sport (UCCMS), version 5.1
22. [ERC Abuse, Bullying, and Harassment Policy](#)
23. [ERC Safe Sport Policy](#)

## Questions

24. If you have any questions, please reach out to the [ERC President](#) or [ERC Vice President](#) .

## Procedures

25. This Policy will be made available during ERC program registration via RCA web site. It must be acknowledged and accepted before registration can continue.

## Appendix A

### Edmonton Rowing Club Code of Conduct - Policy acknowledgement

[document link will be added when policy is in final location]

1. I have read and understand the Edmonton Rowing Club Code of Conduct and agree to conduct myself in a manner that demonstrates the Standards established.
2. I acknowledge that this Code of Conduct applies to behaviour online as well as in person.

I pledge to adhere to this Code of Conduct

\_\_\_\_\_

Name

\_\_\_\_\_

Role

\_\_\_\_\_

Signature

\_\_\_\_\_

Date (yyyy-mm-dd)

As a parent of a junior athlete, I pledge to adhere to this Code of Conduct

\_\_\_\_\_

Name

\_\_\_\_\_

Date

\_\_\_\_\_

Signature