

Policy Name:	CODE OF CONDUCT AND ETHICS	Policy No: FA005
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DEFINITION

1. The following terms have these meanings in the Policy:
 - a) “Individual” – All categories of membership defined in the Football Nova Scotia Bylaws, as well as all individuals engaged in activities with Football Nova Scotia, including but not limited to athletes, coaches, officials, volunteers, directors, committee members, officers, managers and administrators.
 - b) “Social Media” – Various activities that integrate technology, social interaction and content creation via platforms which include, but are not limited to, blogs, wikis, photo and video sharing, podcasts, social networking and virtual worlds.

PURPOSE

2. The purpose of this Code of Conduct and Ethics is to ensure a safe and positive environment within Football Nova Scotia programs, activities and events, by making individuals aware that there is an expectation of appropriate behaviour , consistent with the values of Football Novas Scotia at all times.
3. Football Nova Scotia is committed to providing an environment in which all individuals are treated with respect. Further, Football Nova Scotia supports equal opportunity and prohibits discriminatory practices. Members of Football Nova Scotia are expected to conduct themselves at all times in a manner consistent with the values of Football Nova Scotia that include fairness, integrity, open communication and mutual respect.
4. Conduct that violates this Code of Conduct and Ethics may be subject to sanctions pursuant to this Policy, and may be further dealt with under Football Nova Scotia’s Discipline and Complaints Policy.

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SCOPE AND APPLICATION

5. This policy applies to the Individuals defined above, relating to conduct that may arise during the course of Football Nova Scotia business, activities and events, including but not limited to, office environment, competitions, practices, tournaments, training camps, travel and any meetings.
6. This policy may apply to conduct that occurs outside of Football Nova Scotia business and events when such conduct adversely affects relationships within Football Nova Scotia and its work and sport environment and is detrimental to the image and reputation of the organization.

RESPONSIBILITY

7. **All individuals have a responsibility to:**
 - a) Maintain and enhance the dignity and self-esteem of individuals and other people by:
 - i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion belief, political belief, disability or economic status;
 - ii. Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees and members;
 - iii. Consistently demonstrating the spirit of sportsmanship, sport leadership and ethical conduct;
 - iv. Acting, when appropriate, to prevent or correct practices that are unjustly discriminatory;
 - v. Consistently treating individuals fairly and reasonably;
 - vi. Ensuring that the rules of the sport, and the spirit of such rules, are adhered to.

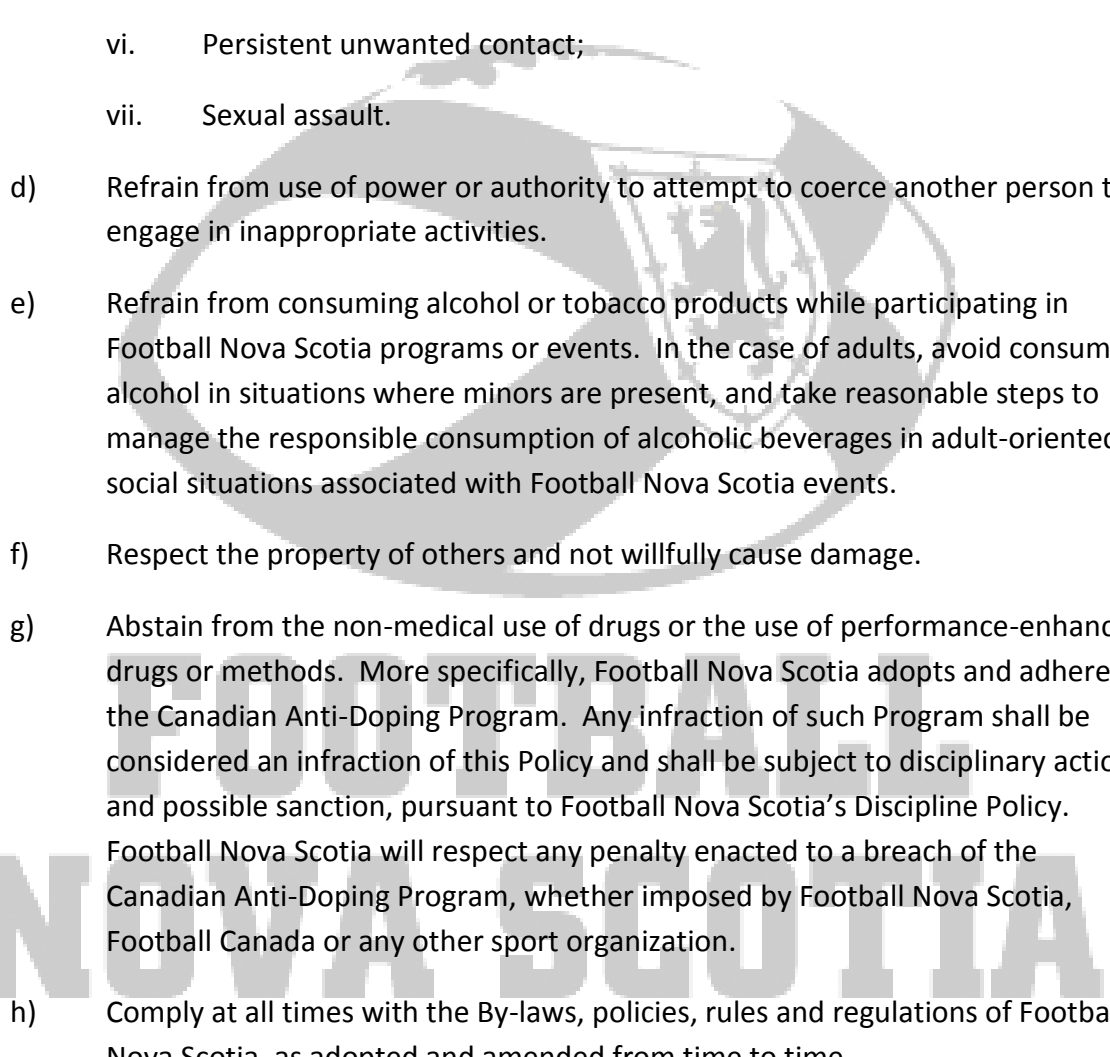
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b) Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading or malicious. Types of behaviour that constitute harassment include but are not limited to:

- i. Written or verbal abuse, threats or outbursts;
- ii. The display of visual material which is offensive or which one ought to know is offensive;
- iii. Unwelcome remarks, jokes, comments, innuendos or taunts;
- iv. Leering or other suggestive or obscene gestures;
- v. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
- vi. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety or negatively affect performance;
- vii. Any form of hazing;
- viii. Unwanted physical contact including touching, petting, pinching or kissing;
- ix. Unwelcome sexual flirtations, advances, requests or invitations;
- x. Physical or sexual assault;
- xi. Behaviours such as those described above that are not directed towards individuals or groups but have the same effect of creating a negative or hostile environment; or
- xii. Retaliation or threats of retaliation against an individual who reports harassment.

c) Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature. Types of behaviour that constitutes sexual harassment include, but are not limited to:

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- i. Sexist jokes;
 - ii. Display of sexually offensive material;
 - iii. Sexually degrading words used to describe a person;
 - iv. Inquiries or comments about a person's sex life;
 - v. Unwelcome sexual flirtations, advances or propositions;
 - vi. Persistent unwanted contact;
 - vii. Sexual assault.
- d) Refrain from use of power or authority to attempt to coerce another person to engage in inappropriate activities.
- e) Refrain from consuming alcohol or tobacco products while participating in Football Nova Scotia programs or events. In the case of adults, avoid consuming alcohol in situations where minors are present, and take reasonable steps to manage the responsible consumption of alcoholic beverages in adult-oriented social situations associated with Football Nova Scotia events.
- f) Respect the property of others and not willfully cause damage.
- g) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, Football Nova Scotia adopts and adheres to the Canadian Anti-Doping Program. Any infraction of such Program shall be considered an infraction of this Policy and shall be subject to disciplinary action and possible sanction, pursuant to Football Nova Scotia's Discipline Policy. Football Nova Scotia will respect any penalty enacted to a breach of the Canadian Anti-Doping Program, whether imposed by Football Nova Scotia, Football Canada or any other sport organization.
- h) Comply at all times with the By-laws, policies, rules and regulations of Football Nova Scotia, as adopted and amended from time to time.
- i) Adhere to all Federal, Provincial, Municipal and host country laws.
- j) Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development or supervision of the sport of football, who has incurred an anti-doping rule

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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). Provided the foregoing is properly established pursuant to the Football Nova Scotia Discipline Policy, such association on part of the Member shall be considered a breach of Football Nova Scotia's Code of Conduct and Ethics and appropriate disciplinary sanction may be applied.

Social Media

- k) Only connect and communicate with others through Social Media in a positive manner.
- l) Ensure comments may not be interpreted as slurs, demeaning or inflammatory, etc.
- m) Comply with applicable privacy, confidentiality and intellectual property law.
- n) Refrain from the use of Social Media for the purposes of fraud and/or impersonation.
- o) Refrain from uploading, posting, emailing or otherwise transmitting:
 - i. Any content that is offensive, obscene, unlawful, threatening, abusive, harassing, defamatory, hateful, invasive or another's privacy or otherwise objectionable.
 - ii. Material which is designed to cause annoyance, inconvenience, or needless anxiety to others;
 - iii. Infringes the patent, trademark, trade secret, copyright or other proprietary right of other party;
 - iv. Any unsolicited or unauthorized advertising or commercial material, "junk mail", "spam", "chain letter", "pyramid scheme" or any other form of solicitation.
 - v. Any material that contains software viruses or any other computer code, file or program designed to interrupt, destroy or limit the functionality of any computer software or telecommunications equipment.

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Coaches

8. In addition to paragraph 7 above, Coaches have additional responsibilities. The athlete-coach relationship is a privileged one and plays a critical role in the personal as well as athletic development of their athletes. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it. Coaches will at all times:
- a) Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability and fitness level of athletes, including educating athletes as to their responsibilities in contributing to a safe environment.
 - 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 problems.
 - d) Under no circumstances provide, promote or condone the use of drugs or performance enhancing substances.
 - e) Accept and promote athletes' personal goals and refer athletes to other coaches and sport specialists as appropriate and as opportunities arise.
 - f) At no time engage in an intimate or sexual relationship with an athlete of under the age of 18 years and at no time engage in an intimate or sexual relation with an athlete over the age of 18 if the coach is in a position of power, trust or authority over the athlete.
 - g) Where an athlete has qualified for a training camp, provincial team, national team, etc, the Coach will support the program, applicable coaching staff and Football Nova Scotia.
 - h) Respect the decisions of officials, and encourage athletes to do the same; and
 - i) Respect and show appreciation to all competitors, and to the coaches, officials and other volunteers who give their time to the sport.

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Athletes

9. In addition to paragraph 7 above, Athletes will have additional responsibilities to:
- a) Report any medical or fitness problems in a timely fashion, where such problems may limit the athlete's ability to travel, train or compete.
 - b) Participate and appear on time for all competitions, practices, training sessions, events, activities, or projects.
 - c) Properly represent themselves and not attempt to enter a competition for which they are not eligible, by reason of age or other reasons.

Officials

10. In addition to paragraph 7 above, Officials will have additional responsibilities to:
- a) Conduct all events according to the rules of Football Canada and/or modified rules as approved by Football Nova Scotia and leagues operating within the province.
 - b) Be fair and objective.
 - c) Avoid situations which a conflict of interest might arise.
 - d) Make independent judgments.

Parents/Guardians and Spectators

11. In addition to paragraph 7 above, Parents/Guardians of Individuals and Spectators at events will:
- a) Encourage athletes to play by the rules and to resolve conflicts without resorting to hostility or violence;
 - b) Never ridicule a participant for making a mistake during a performance or practice;
 - c) Provide positive comments that motivate and encourage participants continued effort;
 - d) Respect the decisions of officials, and encourage athletes to do the same; and

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e) Respect and show appreciation to all competitors, and to the coaches, officials and other volunteers who give their time to the sport.

REVIEW AND APPROVAL

12. This policy will be reviewed bi-annually in even numbered year.

13. This Policy was approved by the Football Nova Scotia Board of Directors on the __3rd__ day of __March __, 2013__.



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FOOTBALL NOVA SCOTIA