

CANADIAN SWIMMING COACHES AND TEACHERS ASSOCIATION (CSCTA) CODE OF PROFESSIONAL CONDUCT

Preamble

This Code has been prepared by the CSCTA as a professional and ethical guide for Canadian swim coaches and swimming teachers who are members of CSCTA.

The conduct and ethical behavior of a professional is determined by the degree of respect with which a professional interacts and communicates with swimmers, their families, peers and the public. Coaches and teachers have a responsibility to encourage autonomy and personal growth and to ensure that athletes train and perform in suitable and safe settings.

In addition to serving these groups, a professional also has an obligation to the profession, and thus to the CSCTA. The intent of this Code is to define the appropriate parameters for these interactions and obligations, and thus to identify a standard for appropriate behavior.

Compliance with this Code, as with all law in a civil and democratic society, depends primarily upon understanding and voluntary compliance; secondarily upon reinforcement by peer and public opinion; and finally, when necessary, upon enforcement through disciplinary proceedings.

Coaches and teachers may experience conflict between different ethical principles, between ethical and legal requirements, and between their own ethical convictions and those of others. Training and professional development related to ethics is recommended for all Members, in order to develop knowledge and skills for dealing with these conflicts. Members are also encouraged to consult with others having relevant expertise on ethical matters.

This Code does not exhaust the moral and ethical considerations that should guide a CSCTA Member, for no worthwhile human activity can be completely defined by rules and regulations. This Code simply provides a framework for the ethical coaching and teaching of the sport of swimming.

Definitions

1. The following terms have these meanings in this Policy:
 - a. “CSCTA” – Canadian Swimming Coaches and Teachers Association.
 - b. “FINA” - Fédération Internationale de Natation
 - c. “Members” – All categories of membership within the Canadian Swimming Coaches & Teachers Association.
 - d. “PSO” - Provincial Sport Organization
 - e. “SNC” - Swimming Canada
 - f. “WPS” – World Para Swimming

Purpose

2. The purpose of this Code of Conduct and Ethics is to ensure a safe and positive environment within the CSCTA and for its Members.

Application

3. This Code applies to Members' conduct that may arise during the course of a Member's professional activities; including but not limited to, office environment, competitions, practices, training camps, travel, and meetings.
4. This Code also applies to conduct that may occur outside of Members' professional activities when such conduct adversely affects relationships within the CSCTA or affiliated Clubs, Provincial, National and International Federations, or when such conduct is detrimental to the image and reputation of the CSCTA, third parties, and/or their respective members. Such applicability will be determined by the CSCTA.
5. The CSCTA is committed to providing an environment in which all individuals are treated with respect. All Members are expected to conduct themselves at all times in a manner consistent with the values of the CSCTA that include fairness, integrity, open communication and mutual respect.
6. Conduct that violates this Code of Conduct and Ethics may be subject to sanctions in accordance with the CSCTA's Discipline and Complaints Policy.
7. The CSCTA adopts and adheres to the Canadian Anti-Doping Program (the "Program"). Any infraction under the Program will be considered an infraction of this Code of Conduct and Ethics and may be subject to further disciplinary actions, and possible sanction, pursuant to the CSCTA's Discipline and Complaints Policy. The CSCTA will respect any penalty enacted pursuant to a breach of the Program.

Personal Conduct

8. All Members have a responsibility to:
 - a. Consistently display high standards and to project a favorable image of the sport and of coaching to swimmers, other coaches, officials, administrators, spectators, the media and the general public.
 - b. Consistently demonstrate the spirit of sportsmanship, sports leadership and ethical conduct.
 - c. Ensure that the rules of competitive swimming, and the spirit of such rules, are adhered to.
 - d. Display respect and treat all persons equally, within the context of their coaching activity, regardless of body type, physical characteristics, athletic ability, race or perceived race, nationality, ancestry, place of origin, color, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, class, marital status, family status, religion, political belief, impairment, physical or mental disability, economic status or source of income
 - e. Focus comments or criticism appropriately and avoid unwarranted public criticism of coaches, athletes, officials, organizers, volunteers, employees and members.
 - f. Members will not misuse alcohol or marijuana in the presence of swimmers, or while in a position of trust and responsibility nor will Members use illegal or performance-enhancing drugs.
 - g. Refrain from any violation of anti-doping rules under the World Anti-Doping Code. Such violation will be an automatic violation of this Code, as will a conviction relating to possession or trafficking of any illegal or banned substance.

- h. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport, who has incurred an anti-doping rule 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)
- i. Refrain from engaging in deliberate cheating which is intended to manipulate the outcome of a competition and/or not offer or receive any bribe which is intended to manipulate the outcome of a competition
- j. Acting, when appropriate, to prevent or correct practices that are unjustly discriminatory.
- k. Refrain from any behavior 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. Members should abide by the policies applicable in their respective jurisdictions (e.g. FINA, WPS, SNC, PSO, institutional, etc)

Types of behavior that constitute harassment include, but are not limited to:

- i. Written or verbal abuse, threats, or outbursts
 - ii. Persistent unwelcome remarks, jokes, comments, innuendo, or taunts
 - iii. Leering or other suggestive or obscene gestures
 - iv. Condescending or patronizing behavior which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
 - v. Practical jokes which endanger a person's safety, or negatively affect performance
 - vi. Any form of hazing
 - vii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
 - viii. Unwelcome sexual flirtations, advances, requests, or invitations
 - ix. Physical or sexual assault
 - x. Behaviors such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment
 - xi. Retaliation or threats of retaliation against an individual who reports harassment to CECTA
- l. Refrain from any behavior that constitutes **sexual harassment**, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favors, or conduct of a sexual nature. Members should abide by the policies applicable in their respective jurisdictions (e.g. FINA, WPS, SNC, PSO, Regional Coaches Association, institutional, etc)

Types of behavior that constitute sexual harassment include, but are not limited to:

- 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. Communication of a sexual nature in any form, including but not limited to social media, texts or any other forms of electronic communication.

- m. Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.
- n. Respect the property of others and not willfully cause damage.
- o. Comply at all times with the Bylaws, Policies, Rules and Regulations of the CSCTA, as adopted and amended from time to time.
- p. Adhere to all Federal, Provincial, Municipal or host country laws.

Coach-Coach Relationships

- 9. All Members have a responsibility to:
 - a. Not impugn the reputation of other coaches and teachers for personal motives.
 - b. Ensure that in any matter relating to changing the swimmer-coach professional relationship of a swimmer, the initial discussion of such potential change must be initiated by the swimmer, the swimmer's family where the swimmer is a minor, or the swimmer's coach, and not by any other coach or other interested party.
 - i. Members of Canadian based post secondary institutions are permitted to directly approach swimmers in accordance with applicable U-Sport recruiting regulations. Any complaint relating to a breach of U-Sport policies and procedures shall be directed to U-Sport.
 - ii. The CSCTA recommends that the University/College coach work with the athlete to ensure that the swimmer's parents and current home club coach are aware of the Varsity contact.
 - iii. The CSCTA recommends that the University/College coach keep the home club coach informed throughout the recruiting process and when possible give the home club coach the courtesy of letting them know if / when they plan to approach one of their athletes
 - c. Ensure that upon a swimmer changing coach affiliations communicate and cooperate in the exchange of information in the best interests of the swimmer wherever possible.

Coach-Athlete Relationship

- 10. All Members have a responsibility to:
 - a. Ensure that activities being undertaken are suitable for the age, experience and ability of the swimmer.
 - b. Communicate and cooperate with medical and sport professionals in the training, treatment and management of their athletes.

- c. Not disclose personal information pertaining to a swimmer without the swimmer's consent unless such disclosure is required for the purposes of doping control, is required for emergency medical treatment, or is otherwise required by law.
- d. Refrain from any behavior that abuses the power inherent in the coaching position.
- e. Ensure that interactions between an athlete and an individual who is in a position of trust should normally, and wherever possible, be in an environment or space that is both open and observable to others.
- f. Refrain from any behavior that encourages inappropriate physical or emotional intimacy between the Member and swimmer. Such behavior will be construed as sexual misconduct under this Code and will represent an automatic violation.
- g. Never engage in a sexual relationship with a minor.
- h. Never engage in sexual relations with swimmers whom they coach, regardless of the swimmer's age.

Coach to Community

11. All Members have a responsibility to:

- a. Adhere to any decision of a court, the CSCTA, or affiliated Provincial, National and International Federations, regarding a Member that reflects adversely on the profession of coaching, on CSCTA, or on the sport of swimming in general
- b. Notify the CSCTA, within 30 days, of any dismissal from any coaching position for cause, and the facts and circumstances related to such dismissal.
- c. Notify the CSCTA, within 30 days, of any dismissal from any employment position for cause, and the facts and circumstances related to such dismissal.
- d. Notify the CSCTA within 30 days, of any pending or formal charges, convictions or sanctions including those from a sport body, private tribunal or government agency.
- e. Immediately notify the CSCTA of any observation or knowledge of unprofessional conduct and/or fraudulent misrepresentation of any Member.

Coach to Profession

12. All Members have a responsibility to:

- a. Not misrepresent their background, experience, qualifications, accomplishments, affiliations or professional competence to the CSCTA, to any client or prospective client, or in any publication, broadcast, lecture or seminar.
- b. Recognize that professional self-regulation is a privilege and that each Member has a continuing responsibility to merit this privilege and to support the CSCTA and its representatives.

- c. Collaborate with other coaches, sport professionals and colleagues.
- d. Declare any conflict of interest(s) and/or competing interest(s) when they arise and seek to manage them in a manner that respects the best interests of all those involved.

Coach to Outside Organizations

13. All Members have a responsibility to:

- a. Respect disciplinary sanctions imposed by the CSCTA, SNC, FINA, WPS, national sport governing bodies inside and outside of Canada, provincial and territorial bodies within Canada governing swimming, and any other international or Canadian body that govern sport, the sport of swimming and/or coaching.
- b. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision who has incurred an anti-doping rule 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).
- c. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision who has incurred a sanction and is currently serving a period of ineligibility imposed by the CSCTA, SNC, FINA, WPS, national sport governing bodies inside and outside of Canada, provincial and territorial bodies within Canada, and any other international or Canadian body that govern sport, the sport of swimming and/or coaching

Approval

14. This Code was approved by the Board of Directors of CSCTA on August 29, 2018.