

Definitions

1. The following terms have these meanings in this Policy:
 - a) “*Individuals*” –All categories of membership within Synchro Alberta Association, as well as all individuals engaged in activities with Synchro Alberta, including but not limited to, athletes, coaches, judges, officials, volunteers, directors, officers, managers, administrators, spectators and parents of Synchro Alberta members.

Purpose

2. The purpose of this Code of Conduct and Ethics is to ensure a safe and positive environment within Synchro Alberta programs, activities and events, by making all individuals aware that there is an expectation of appropriate behavior, consistent with the values of Synchro Alberta, at all times.
3. Synchro Alberta is committed to providing an environment in which all individuals are treated with respect. Further, Synchro Alberta supports equal opportunity and prohibits discriminatory practices. Members of Synchro Alberta are expected to conduct themselves at all times in a manner consistent with the values of Synchro Alberta 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 Synchro Alberta’s policies related to discipline and complaints.

Application of this Policy

5. This policy applies to Individuals relating to conduct that that may arise during the course of Synchro Alberta’s and its member clubs’ business, activities and events, including but not limited to, office environment, competitions, practices, tournaments, training camps, travel, and any meetings.
6. This policy applies to conduct that may occur outside of Synchro Alberta’s and its member clubs’ business and events when such conduct adversely affects relationships within Synchro Alberta’s and its member clubs’ work and sport environment and is detrimental to the image and reputation of the Synchro Alberta.

Responsibilities

7. **All** Individuals have a responsibility to:
 - a) Maintain and enhance the dignity and self-esteem of Synchro Alberta Members and other Individuals by:
 - i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, ancestry, color, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious 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, sports 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 synchronized swimming, and the spirit of such rules, are adhered to.
 - b) 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. Types of behavior 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 behavior 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. Behaviors 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 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. 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. Sexual assault.
- d) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.
- e) 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 Synchro Alberta 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.
- h) Comply at all times with the Constitution, Bylaws, policies, rules and regulations of the Synchro Alberta, as adopted and amended from time to time.
- i) Adhere to all Federal, Provincial, Municipal or host country laws.

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 sports 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 Synchro Alberta.
- h) Give athletes the opportunity to discuss and contribute to proposed training and performance standards as appropriate. Provide athletes and the parents/guardians of athletes who are minors with the information necessary to be involved in the decisions that affect the athlete as appropriate;
- i) Refrain from intervening inappropriately in personal affairs that are outside the generally accepted jurisdiction of a coach;
- j) Act in the best interest of the athlete's development as a whole person;
- k) Recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy); informed participation and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights.

Athletes

9. In addition to paragraph 7 above, **Athletes** will have additional responsibilities to:
 - a) Report any medical 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 in 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, classification or other reasons.
 - d) Adhere to Synchro Alberta's rules and requirements regarding clothing and equipment.

Officials

10. In addition to paragraph 7 above, **Officials** will have additional responsibilities to:
 - a) Adhere to the rules of CASSA, whereby at the discretion of two or more members of the official's committee, certain exceptions may be applied to the rule regarding officials conflict of interest.
 - b) Be fair and objective.
 - c) Avoid situations in which a conflict of interest may arise.
 - d) Make independent judgments.

Parents/Guardians and Spectators

11. In addition to paragraph 7 above, **Parents/Guardians** of Synchro Alberta Members 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 and judgments of officials, and encourage athletes to do the same;
- e) Never question an officials' or Synchro Alberta staffs' judgment or honesty;
- f) Respect and show appreciation to all competitors, and to the coaches, officials, and other volunteers who give their time to the sport.
- g) Keep off of the playing area and not interfere with play or calls.