

# VELOCITY CYCLING CLUB

## CODE OF CONDUCT

### Preface

Velocity Cycling Club is committed to safeguarding and promoting the well-being of all its members, ensuring a safe, positive and enjoyable experience for all. The Club believes that it is important that members, coaches, administrators and parents associated with the Club should, at all times, show respect and understanding for the safety and welfare of others.

All members, coaches, administrators and parents associated with the Club should do the right thing – follow the law, act honourably, and treat each other with respect.

We expect all members, coaches, administrators and parents associated with the Club to know and follow this Code of Conduct. Failure to do so can result in disciplinary action, including termination of membership in the Club.

Retaliation is not permitted against anyone who reports or participates in an investigation of a possible violation of this Code.

Members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the Club with any member of the Executive or Board of Directors.

### 1. Application

This Code applies to members' conduct during all Club activities and events, including races, social events, clinics, travel associated with Club activities and any meetings.

This Code also applies to members' conduct outside of the Club's activities and events when such conduct adversely affects relationships within the Club or affects relationships of the Club to other cycling clubs or organizations, including the Alberta Bicycle Association, or is detrimental to the image and reputation of the Club.

### 2. Members

Club members are responsible for their actions and accountable for the consequences of their actions or inactions.

Club members should avoid conflicts of interest and circumstances that could prejudice the Club's reputation.

Club members must:

1. Demonstrate respect for individuals regardless of gender expression, gender identity, body type, physical characteristics, athletic ability, gender, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability, or economic status.
2. Demonstrate the spirit of sportsmanship, sport leadership, and ethical conduct.

3. Treat individuals fairly and reasonably.
4. Refrain from any behaviour that constitutes harassment. For definitions and behaviour please refer to the Alberta Bicycling Association *Harassment Policy* (a copy is attached as Appendix A).
5. Respect officials at competitions and events and publicly accept their decisions.
6. Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.
7. Respect the property of others and not willfully cause damage.
8. Promote cycling in the most constructive and positive manner possible.
9. Comply with all federal, provincial, municipal and host country laws.
10. Comply, at all times, with the bylaws, policies, procedures, and rules and regulations of the Club and of the Alberta Bicycling Association.
11. Not use foul language or abusive language or gestures.
12. Never falsify any club record or account.
13. Never interfere with the auditing of financial records.
14. Immediately report any irregularities relating to financial integrity or fiscal responsibility.

### **3. Executive and Directors**

In addition to the requirements set out in Section 2, members of the Executive and members of the Board of Directors, and members of any committees that may from time to time be established must:

1. Act honestly and in good faith with a view to the best interests of the Club.
2. Manage the assets of the Club to achieve the Club's objectives.
3. Not profit at the expense of the Club or to divert opportunities or benefits from the Club to themselves or otherwise put themselves in a conflict of interest.
4. Exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.
5. Behave with decorum appropriate to both the circumstance and the position and be fair, equitable and honest in all dealings with others.
6. Keep informed about Club activities, Alberta Bicycling Association activities and the local and provincial cycling community.
7. Maintain the confidentiality of any private or confidential information received in carrying out the responsibilities as a member of the Executive, the Board of Directors or a committee.

### **4. Coaches**

Coaches have many additional responsibilities. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of

the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously. Coaches must comply with Section 3 of the Alberta Bicycling Association Cod of Conduct.

## **5. Conclusion**

We rely on one another's good judgment to uphold a high standard of integrity for ourselves and our Club. We expect all members to be guided by both the letter and the spirit of this Code.

Adopted December 3, 2019

**Appendix A**

**Alberta Bicycling Association Harassment Policy**

## **ABA HARASSMENT POLICY**

The ABA is committed to providing a sport and work environment that promotes equal opportunities and prohibits discriminatory practices.

It is the policy of the Alberta Bicycle Association that there shall be no harassment, abuse, bullying or neglect, whether physical, emotional or sexual of any participant in any of its programs.

Alberta Bicycle expects every parent, volunteer, and staff member to take all reasonable steps to safeguard the welfare of its participants and protect them from any form of maltreatment

This policy applies to all employees as well as to all directors, officers, volunteers, coaches, athletes, officials and members of the ABA. It applies to harassment that may occur during all ABA business, activities and events.

Harassment can take many forms but generally involves conduct, comment or display, which is insulting, intimidating, humiliating, hurtful demeaning, belittling, malicious, degrading or otherwise causes offense, discomfort, or personal humiliation or embarrassment to a person or group of persons.

### **HARASSMENT**

Harassment may include, but are not limited to:

- written or verbal abuse or threats racial or ethnic slurs.
- unwelcome remarks, jokes, innuendo, or taunting about a person's body, attire, age, marital status, ethnic or racial origin and religion.
- sexual, racial, ethnic or religious graffiti
- practical jokes which cause awkwardness or embarrassment endanger a person's safety or negatively affect performance.
- unwelcome sexual remarks, invitations or requests whether Indirect or explicit, or intimidation.
- leering or other obscene or offensive gestures
- condescension, paternalism, or patronizing behaviour which undermines self-respect or adversely affects performance or working conditions.
- physical conduct such as touching, kissing, patting and pinching
- vandalism
- physical assault
- in the case of minors, abuse and neglect as defined in Provincial/Territorial child protection legislation

Without in any way limiting the foregoing, harassment includes harassment based on race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, sex, sexual orientation, disability, age, marital or family status, or an offence for which a pardon has been granted.

## **BULLYING**

Bullying involves a person expressing their power through the humiliation of another person. Bullying occurs between people at any age and is not addressed under human rights legislation. It is inappropriate behaviours that are typically cruel, demeaning and hostile toward the bullying targets. (most commonly occurs between children under the age of twelve but may also constitute behaviours between youth or between adults. Bullying is similar to harassment, but the behaviours are not addressed under human rights laws. Bullies are typically cruel, demeaning and hostile towards the targets of their bullying.) The actual issue of bullying is not addressed by the law, except when the behaviour does become a criminal issue – e.g. extortion, physical assault etc. Bullying can be broken down into four types; physical (hit or kick victims; take/damage personal property), verbal (name calling; insults; constant teasing), relational (try to cut off victims from social connection by convincing peers to exclude or reject a certain person), and cyber bullying. The following is a non-exhaustive list of tactics used by bullies to control their targets:

- Unwarranted yelling and screaming directed at the target
- Continually criticizing the target's abilities
- Blaming the target of the bullying for mistakes
- Making unreasonable demands related to performance
- Repeated insults or put downs of the target
- Repeated threats to remove or restrict opportunities or privileges
- Denying or discounting the targets accomplishment
- Threats of and actual physical violence

## **SEXUAL HARASSMENT**

There are generally three types of sexual harassment.

### **1. Unwelcome Sexual Behaviour**

This is the most prevalent form of sexual harassment. It includes:

- inappropriate sexual comments about a person's body or appearance.
- use of inappropriate or derogatory sexual terms.
- inquiries or comments about an individual's sex life, sexual preferences etc.
- sexual/sexist graffiti or any displaying of sexually offensive material or pictures.
- spreading rumours about an individual's sex life, sexual preferences, etc.
- unwanted touching, patting or leering.

### **2. Sexual Advance**

This occurs when any person in a position of authority makes unwanted sexual advances or requests for sexual relations.

### 3.Reprisal

This occurs when any person in a position of authority threatens to use or uses that authority to retaliate against an individual who has rejected his or her sexual advance or unwelcome sexual behaviour This would include dropping an individual from a team because that individual refused a "proposition".

### **RACIAL HARASSMENT**

Racial slurs, jokes or name-calling based on race, ancestry, place of origin, colour, ethnic origin and creed (or religion) are the most common form of racial harassment. Examples include:

- use of terminology, which reinforces stereotypes.
- racial, ethnic or religious jokes.
- use of racially derogatory nicknames.
- making "fun" of individuals or discounting their abilities because of their racial or ethnic origin.
- racist, ethnic or religious graffiti or the display of racist material.

Racial harassment also includes racially motivated behaviour. For example: Individuals may be subjected to practical jokes because of their racial or ethnic background although the jokes themselves do not include a reference to race or ethnicity; as well individuals may be told to "go back where they came from" or that they are "not welcome in Canada". Such behaviour constitutes racial harassment.

Racial harassment can be both direct and indirect. The behaviour, including comments and/or conduct, can be acted out in the presence of the individual against whom it is targeted. Racial harassment can also occur when the targeted individual or individuals are not present.

Racial slurs, jokes and name calling are inappropriate and illegal. Racial harassment can and does create stress, endangering an individual's health, morale and performance, arousing anger and frustration, creating an atmosphere which gives rise to other forms of discrimination, and undermines relations between individuals.

### **POISONED SPORT ENVIRONMENT**

The presence of annoying and distressing elements in the sport environment can also constitute harassment.

A poisoned sport environment includes:

- Work or sport sites where material that denigrates a person or group by race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, sex, sexual orientation, disability, age, marital or family status or an offence for which a pardon has been granted is openly displayed. (Sexually explicit posters and racial/racist cartoons for example).
- Work or sport groups where name-calling that denigrates a person/group is part of the normal course of activities.
- Harassing behaviour that causes embarrassment, awkwardness, endangers a person's safety or negatively affects performance.

A poisoned sport environment constitutes harassment whether or not individuals complain.

#### Abuse of Authority

Harassment also includes abuse of authority which means a person's improper use of power and authority inherent in a position be it paid or volunteer, to endanger or undermine another's job, position, or membership or participation on or within a Team, or in any way interfere with or influence the performance or advancement of any person engaged in any such function. This type of harassment includes such acts or misuses of power as intimidation, threats, blackmail or coercion.

### **RESPONSE AND REMEDIES**

It is the position of the Alberta Bicycle Association that harassment and bullying cannot and should not be tolerated in any environment, including cycling. Both harassment and bullying are unacceptable and harmful. Alberta Bicycle recognizes the serious negative impact of all types of harassment and bullying on personal dignity, individual and group development and performance, enjoyment of the game and in some cases, personal safety.

Alberta Bicycle recognizes that not all incidents of harassment and bullying are equally serious in their consequences. Both harassment and bullying cover a wide spectrum of behaviours, and the response to both must be equally broad in range, appropriate to the behaviour in question and capable of providing a constructive remedy. There must be no summary justice or hasty punishment. The process of investigation and settlement of any complaint of harassment or bullying must be fair to all parties, allowing adequate opportunity for the presentation of a response to the allegations.

Minor incidents of harassment or bullying should be corrected promptly and informally, taking a constructive approach and with the goal of bringing about a change in negative attitudes and behaviour.

More serious incidents should be dealt with according to the relevant association or club policy guidelines. Complaints should be handled in a timely, sensitive, responsible and confidential manner. There should be no tolerance of reprisals taken against any party to a complaint. The names of parties and the circumstances of the complaint should be kept confidential except where disclosure is necessary for the purposes of investigation or taking disciplinary measures.

All complaints made directly to the Alberta Bicycle Association will be dealt with according to the Resolution and Dispute Policy.

Anyone making a complaint which is found to be clearly unfounded, false, malicious or frivolous may be subject to discipline.

If you need to speak to someone regarding a breach of this harassment policy please either contact your club or the ABA (<mailto:info@albertabicycle.ab.ca>).