



Upper Canada Skating Club – Code of Conduct

Code of Conduct

Document Classification: Policy

Associated Documents:

Implementation	Date: July 1, 2023
Next review by board	Date: June 1, 2025

1. Purpose:

The purpose of this Code of Conduct is to outline the expectations of Upper Canada Skating Club (UCSC) with regards to providing a safe sport environment in which all individuals and groups are treated with respect and dignity. All individuals will be aware that UCSC is instituting a Zero Tolerance Policy at all times, with the expectation of appropriate behaviours consistent with the values of UCSC. UCSC places the highest priority on ensuring there is a safe, professional, inclusive, and respectful environment for all participants. Individuals are expected to fulfill certain responsibilities and obligations including, but not limited to, complying with Skate Canada's policies, Code of Ethics, the club's By-laws, policies, rules and regulations, and Code of Conduct.

2. Definition of Applicable Individuals:

Individuals included in this policy include but are not limited to: all Skate Canada (SC) Member Clubs and Skating Schools registered in the Province of Ontario; Members of the USCS Board of Directors; UCSC committee members; UCSC staff; all SC member coaches residing in and/or coaching within the Province of Ontario; all volunteers; all skaters registered with an Ontario SC Member Club; all parents and guardians of those Ontario skaters and all consultants and contractors.

3. Application of this Code

This UCSC Code applies to conduct of all individuals as defined, that may arise during the course of UCSC business and activities including but not limited to its office environment; meetings; competitions and practices; training camps; tryouts and travel as a member of a UCSC team or



on UCSC related business. UCSC may also consider activities outside of those listed if there is conduct that is deemed to be detrimental to the image or reputation of UCSC.

4. Responsibilities

It is expected that all individuals as defined, have a responsibility to:

- a) demonstrate respect to all individuals and groups:
 - i. act when appropriate, to prevent or correct practices that are unjustly discriminatory
 - ii. demonstrate the spirit of sportsmanship, sport leadership and ethical conduct
 - iii. avoid public criticism of any other individual as defined (in particular its athletes, coaches and officials) and promote the sport in a positive, constructive manner. When necessary, use appropriate channels to communicate concerns
- b) ensure the adherence to the rules of the sport
- c) refrain from any behaviour that constitutes harassment, where harassment is defined as negative comment or conduct directed towards an individual or group which is offensive, abusive, racist, sexist, degrading or malicious as defined in the Skate Ontario Harassment Policy.
- d) ensure adherence to the Skate Ontario Anti-Doping policy
- e) respect the property of others and not willfully cause damage
- f) adhere to all federal, provincial, municipal and any applicable host country, laws
- g) comply at all times with UCSC by-laws, policies, procedures, rules and regulations as adopted and amended from time to time.
- h) promote the sport of figure skating in a positive manner

5. UCSC Board and Committee Members

In addition to the responsibilities as defined in Section 4 of this Code, Board and committee members are obligated to:

- a) be familiar with UCSC's mission and values
- b) be familiar with UCSC By-laws
- c) be familiar and comply with the legislation and government policies under which UCSC is governed including:
 - i. the Ontario Corporations Act



ii. the Ontario Sport Recognition Policy

d) be aware of any conflicts of interest and place the interests of UCSC ahead of any interest they may have in any individual, member club/school or other organization

e) respect and support all decisions made by the Board/committee whether or not they may have had a dissenting opinion

f) unless otherwise authorized by the President or Executive Director, refrain from speaking publicly in a manner which may be perceived as a formal representation of the organization

g) maintain confidentiality on all matters discussed during meetings (including votes) except as disclosed in the minutes of any such meeting or otherwise made public

h) not engage in activities or accept appointments or elections to an office in any organization whose activities are likely to be in conflict with UCSC

6. Coaches

In addition to those responsibilities as defined in Section 4 of this Code, coaches must:

a) be familiar with and conduct oneself in accordance with the standards of Skate Canada and the ISU and accept responsibility for delivering coaching services in a safe and professional manner

b) maintain membership with Skate Canada

c) be familiar with and abide by the Skate Ontario Accreditation at Events Policy and all on-site security protocols

d) at all times, accurately represent one's technical, education and professional credentials and resumes

e) negotiate all contracts (including with clubs/ schools and skaters/parents) accurately and in good faith and invoice only for services rendered (not anticipated)

f) understand that a coach becomes the base coach of a skater from the moment that the skater contracts that coach, whether individually or in a group and that other coaches must initiate discussion about a skater's training only through the base coach – a coach may not solicit or cause a skater to be solicited

g) respect that a coach may respond directly to skaters or parents who approach them to inquire about their services, experience, qualifications, philosophy/methods

h) respect the fact that a skater/parent may have the right to contract the services of another coach to replace or supplement a skater's instruction



- i) be a positive role model and demonstrate the characteristics of respect, courtesy, honesty, integrity, fairness and dependability
- j) encourage skaters to learn and uphold the rules of the sport
- k) maintain the best interests (including physical and emotional) of each individual skater at all times and not disadvantage one skater to promote another
- l) communicate regularly with the skater and their parents/guardians with regards to realistic goals and progress as well as any other matters concerning the skater's participation in the sport
- m) may participate in any self-promotional activities that do not violate other clauses of this Code

7. Skaters

In addition to the responsibilities as defined in Section 4 of this Code:

- a) any skater shall:
 - i. report in a timely manner, any injury or medical condition that would affect their performance or ability to compete, travel or train
 - ii. appear on time, well-nourished with clothing and equipment as required, in order to participate to the best of their ability
 - iii. accurately represent oneself when applying for entry to a competition, training camp or other activity
 - iv. dress in a manner representative of UCSC with the focus being on neatness, cleanliness and discretion. Designated clothing, if applicable, must be worn when travelling to and from a competition.
- b) comply at all times with any contracts or athlete agreements executed with UCSC – either by the athlete or on their behalf
- d) keep confidential any such information about fellow skaters or others gained through skating activities

8. Parents/Guardians and Spectators

In addition to those responsibilities as defined in Section 4 of this Code, parents/guardians and Spectators should:

- a) be respectful and supportive of all skaters, coaches, officials, volunteers and staff



- b) accept and respect the decisions and judgements of the officials and encourage the skaters to do the same
- c) encourage athletes to obey all rules and regulations; have respect for others and resolve any conflicts in an appropriate manner
- d) stress the importance of participation and remember that athletes are involved for their own enjoyment and development and not any other purpose
- e) maintain a supportive and constructive atmosphere for other stakeholders (e.g. club and skating school volunteers, staff members, event volunteers)