



Archery Victoria			
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Subject:	Code Of Conduct		
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0501. Code Of Conduct

1. General Code Of Conduct

As a member of Archery Victoria and/or its Affiliated Clubs you are required to comply with this Policy, you must meet the following requirements in regard to your conduct during any activity held or sanctioned by Archery Victoria and/or its Affiliated Clubs and in any role you hold within Archery Victoria and/or its Affiliated Clubs.

- 1.1. Respect the rights, dignity and worth of others.
- 1.2. Be fair, considerate and honest in all dealing with others.
- 1.3. Be professional in, and accept responsibility for, your actions.
- 1.4. Make a commitment to providing quality service.
- 1.5. Be aware of, and maintain an uncompromising adherence to, Archery Victoria standards, rules, regulations and policies.
- 1.6. Operate within the rules of the sport including national and international guidelines, which govern Archery Victoria and/or its member Clubs.
- 1.7. Do not use your involvement with Archery Victoria and/or its member Clubs to promote your own beliefs, behaviours or practices where these are inconsistent with those of Archery Victoria and/or its member Clubs.
- 1.8. Demonstrate a high degree of individual responsibility especially when dealing with persons under the age of 18 years of age, as your words and actions are an example.
- 1.9. Avoid unaccompanied and unobserved activities with persons under 18 years of age, wherever possible.
- 1.10. Refrain from any form of harassment of others.
- 1.11. Refrain from any behaviour that may bring Archery Victoria and/or its Affiliated Clubs into disrepute.

- 1.12. Provide a safe environment for the conduct of the activity.
- 1.13. Show concern and caution towards others who may be sick or injured.
- 1.14. Be a positive role model.
- 1.15. Understand the repercussions if you breach, or are aware of any breaches of this code of conduct.

2. Administrators Code Of Conduct

In addition to Archery Victoria's General Code Of Conduct, you must meet the following requirements in regard to your conduct during any activity held by or under the auspices of Archery Victoria and/or its Affiliated Clubs in your role as an administrator of Archery Victoria and/or its Affiliated Clubs.

- 2.1. Be fair, considerate and honest in all dealing with others.
- 2.2. Be professional in, and accept responsibility for your actions. Your language, presentation, manners and punctuality should reflect high standards.
- 2.3. Resolve conflicts fairly and promptly through established procedures.
- 2.4. Maintain strict impartiality.
- 2.5. Be aware of your legal responsibilities.

3. Officials Code Of Conduct

- 3.1. Place the safety and welfare of the players/participants above all else.
- 3.2. Accept responsibility for all actions taken.
- 3.3. Be impartial.
- 3.4. Avoid situations, which may lead to a conflict of interest.

4. Coach Code Of Conduct

4. Treat all players with respect at all times. Be fair, considerate, honest and consistent with them.
 - 4.2. Refrain from conduct which could be regarded as harassment towards your players and other coaches, officials and parents.
 - 4.3. Do not tolerate acts of aggression.

- 4.4. Provide feedback to players and other participants in a manner sensitive to their needs. Avoid overly negative feedback.
- 4.5. Recognise players' rights to consult other coaches and advisers. Cooperate with other specialists.
- 4.6. Treat all players fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status and other conditions.
- 4.7. Encourage and facilitate players' independence and responsibility for their own behaviour, performance, decisions and actions.
- 4.8. Involve the players in decisions that affect them.
- 4.9. Encourage players to respect one another and to expect respect for their worth as individuals regardless of their level of play.
- 4.10. Ensure that the tasks/training set are suitable for age, ability and physical and psychological conditions of the players.
- 4.11. Ensure any physical contact with players is appropriate to the situation and necessary for the player's skill development.
- 4.12. Be acutely aware of the power that you as a coach develop with your players in the coaching relationship and avoid any sexual intimacy with players that could develop as a result.
- 4.13. Avoid situations with your players that could be construed as compromising.
- 4.14. Actively discourage the use of performance enhancing drugs, alcohol, tobacco and illegal substances.
- 4.15. Do not exploit any coaching relationship to further personal, political, or business interests at the expense of the best interest of your players.
- 4.16. Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
- 4.17. Know and abide by the rules, regulations and standards, and encourage players to do likewise. Accept both the letter and the spirit of the rules.
- 4.18. Be honest and ensure that qualifications are not misrepresented.

5. Player Code Of Conduct

5. Respect the rights, dignity and worth of fellow players, coaches, officials and spectators.
 - 5.2. Refrain from conduct, which could be regarded as harassment towards fellow players and coaches.
 - 5.3. Do not tolerate aggression.
 - 5.4. Respect the talent, potential and development of fellow players and competitors.
 - 5.5. Care for and respect the equipment provided to you as part of your program.
 - 5.6. Be frank and honest with your coach concerning illness and injury and your ability to train fully within the program required.
 - 5.7. Conduct yourself in a professional manner relating to language, temper and punctuality.
 - 5.8. Maintain high personal behaviour standards at all times.
 - 5.9. Abide by the rules and respect the decision of the official, making all appeals through the formal process and respecting the final decision.
 - 5.10. Be honest in your attitude and preparation to training. Work equally hard for yourself and your team.
 - 5.11. Cooperate with coaches and staff in development of programs to adequately prepare you for competition at the highest level.

6. Parent/Guardian Code Of Conduct

- 6.1. Remember that your child participates in sport for its own enjoyment, not yours.
- 6.2. Focus on your child's efforts and performance rather than winning or losing.
- 6.3. Never ridicule or yell at your child and other children for making a mistake or losing a competition.
- 6.4. Show appreciation for good performance and skilful execution by all players (including opposing team members).
- 6.5. Respect officials' decisions and teach children to do likewise.

6.6. Do not physically or verbally abuse anyone associated with the sport (player, coach, official etc).

6.7. Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.

7. Spectator Code Of Conduct

7. Applaud good performance and efforts from all players and team. Congratulate all players on their performance regardless of the game's outcome.

7.2. Respect the decisions of officials and teach people to do the same.

7.3. Never ridicule or scold a young player for making a mistake. Positive are motivational.

7.4. Condemn the use of violence in any form, whether it is by other spectators, coaches, officials or players.

7.5. Show respect for your team's or opponents. Without them there would be no game.

7.6. Encourage players to follow the rules and the officials' decisions.

7.7. Do not use violence, harassment or abuse in any form (i.e. do not use foul language, sledge or harass players, coaches, officials or other spectators).

7.8. Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.

8. Breaches Of The Code - General

8.1. The Victorian Government has legislated serious punishments for breaches of the Code Of Conduct being a maximum fine of up to \$5,000 and up to 2 years jail. Depending on the seriousness of the breach the Victorian Police may lay additional charges thereby attracting further potential fines and jail sentences.

9. Breaches Of The Code - Individuals

9.1. Sanctions may include:

- 9.1.1. Counselling of the person
- 9.1.2. Issuing a formal warning
- 9.1.3. Imposing a fine on the person
- 9.1.4. Imposing a ban on the person, player, official or spectator
- 9.1.5. Denying membership to the person, player or official

9.2. In rare and serious cases, where a breach of the Code constitutes unlawful behaviour, it may be necessary to involve the Police.

10. Breaches Of The Code - Clubs

10.1. Sanctions may include:

- 10.1.1. Counselling of the club executive
- 10.1.2. Issuing a formal warning
- 10.1.3. Imposing a fine on the club
- 10.1.4. Denying the club membership to Archery Victoria

11. Making A Complaint

- 11.1. Trying to sort the matter out yourself
- 11.2. Informal discussions with the other party
- 11.3. Mediation
- 11.4. Lodging a formal written complaint at the level the incident occurred (Refer Policy 0503)
- 11.5. Appealing to the next level if you believe the outcome was;
 - 11.5.1. Biased
 - 11.5.2. That you have been denied natural justice
 - 11.5.3. That the process didn't follow Archery Victoria's procedures

Making A Complaint Flowchart

