

# HEMLOCK SKI AND BOARD CLUB



Code of Conduct and Rules for Fair Play  
for  
Athletes, Parents, Coaches and  
Administration

## HEMLOCK SKI AND BOARD CLUB VISION

We are committed to being a family club, encouraging people to develop a life-long love of skiing and snowboarding. Our goal is to encourage fun, athletic skills and sportsmanship and to provide the opportunity for Club members to achieve their highest potential, all in a healthy, safe and affordable manner.

### OUR MISSION

Create a ski and board club that excels by being:

**Athlete-centered.**

Providing opportunities to grow as people, athletes, skiers, racers.

**Coach-driven.**

Providing committed, professional leadership.

**Member-supported.**

Participating year round within a positive, fun, social network that supports our athletes, coaches and alpine racing.

## OUR ULTIMATE GOAL

The Hemlock Ski and Board Club (HSBC) recognizes that our focus is the growth, development and well-being of our athletes. Benefits of sport are wide-ranging, encompassing both the physical and mental, and include:

- Improving fitness
- Boosting self-esteem
- Helping manage stress
- Taking time and focus away from less healthy activities
- Encouraging goal-setting
- Teaching self-discipline
- Building character
- Teaching professionalism, fair play and respect for others
- Teaching the value of teamwork

Further references to “**sport**” in this document refer to the sport of skiing, snowboarding and ski and snowboard racing within the context of the Club and its activities.

## RESPONSIBILITIES OF THE PARTNERS

In order to accomplish Club objectives, it is important that all partners apply a coordinated “team” effort. All partners must agree and commit to doing their part. It is only in this way that the best chances for athlete success will be realized.

This document sets out responsibilities and Fair Play Codes for all partners, including athletes, coaches, parents and HSBC Executive Committee members. It is expected that all partners adhere to this *Code of Conduct*, as well as that laid out by BC Alpine in their *Member Code, Dispute Resolution and Appeals Policy*.

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## ATHLETE RESPONSIBILITIES

The athlete, by signing this agreement, has agreed to:

- Participate in the training and racing program as designed by the coaching staff (dryland, on-snow training, competition, equipment, diet, rest, etc.), giving 100% effort during all sessions.
- Do his/her best to arrive at training on time, physically, and mentally prepared.
- Communicate with the coaches on all aspects of their training.
- Respect the coach's directions and decisions.
- Dress in a manner that is a credit to themselves, team and program.
- Behave in a fashion that brings credit to themselves, the team, and the Club.
- Support all members of the team.
- Show respect for athletes, coaches, officials, volunteers, parents, and mountain staff.

## FAIR PLAY CODE FOR ATHLETES

- 1) I will participate because I want to, not just because my parents or coaches want me to.
- 2) I will play by the rules, and in the spirit of the sport (this includes the rules and policies of the Club, the ski resort, and the governing bodies of the sport).
- 3) I agree to speak positively when talking about Hemlock Ski and Board Club in all conversations with Club members or the general public.
- 4) I agree that good sportsmanship is when teammates, opponents, coaches, and officials treat each other with respect, and will avoid outbursts that include foul language, disrespectful behaviour and violence.
- 5) I agree that discrimination and harassment of other athletes or participants in the sport is unacceptable.
- 6) I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.
- 7) I will remember that winning isn't everything – that having fun, improving my skills, making friends and doing my best are also important.
- 8) I will not belittle any athlete's performance.
- 9) I will remember that mistakes are part of life and should be viewed as opportunities for learning.
- 10) I will acknowledge all good performance – by my teammates and my opponents.
- 11) I will be gracious in victory and in defeat.

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## COACH RESPONSIBILITIES

The coach, by signing this agreement, has agreed to:

- Teach the athletes, in a logical sequence, using all available tools, in the quest to achieve training and competition success.
- Commit 100% to the designed training plan.
- Communicate with athletes on any and all aspects of their training (listening – explaining – deciding – acting).
- Communicate with parents on appropriate aspects of the HSBC training programs.
- Behave according to the *NCCP & CSCF Alpine Coaching Code of Ethics* and be a member in good standing.
- Represent the athlete's best interests within and outside of the Coast Zone as required.
- Constantly look for ways to upgrade their skills and knowledge.

## FAIR PLAY CODE FOR COACHES

- 1) I will teach my athletes to compete fairly.
- 2) I will adhere to the rules of the sport as defined by the Club and the governing bodies for the sport, and teach my athletes to adhere to these rules.
- 3) I will teach my athletes to respect officials and opponents.
- 4) I will ensure that all athletes get equal instruction and support.
- 5) I will not ridicule or yell at my athletes for making mistakes or performing poorly.
- 6) I will remember that children play to have fun and must be encouraged to have confidence in themselves.
- 7) I agree that I will not physically or mentally harass or abuse athletes, coaches, or volunteers participating in the sport.
- 8) I will make sure that equipment and training are safe and match the athlete's age and abilities.
- 9) I will remember that children need a coach they can respect.
- 10) I will be generous with praise and set a good example.
- 11) I will obtain proper training and continue to up-grade my coaching skills.
- 12) I will ensure that I keep my certification up-to-date, including paying dues and signing the *CSCF Code of Conduct* annually, and communicate my certification status or any related changes to the HSBC Executive Committee.
- 13) I recognize that it is my duty to ensure athlete behaviour is not impacting the enjoyment or learning of other athletes, as outlined under penalties on page 7.
- 14) I will obey ski resort rules, and stay in bounds and off closed runs at all times.

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## PARENT RESPONSIBILITIES

The parent, by signing this agreement, has agreed to:

- Look out for their child's interests as they enter, participate and exit from the program.
- Monitor their own expectations of their child's performance and progress, realizing that athletes who feel they cannot meet their parents' expectations, quickly lose motivation.
- Communicate positively with coaches and administrators as needed on aspects of the training program.
- Commit to and assist in the specified fundraising activities that form part of the overall Program.
- Support team and program sponsors and follow through on **mandatory** volunteerism at your son's/daughter's races/events at home and/or away events.
- Do their best to bring their child to training on time, physically and mentally ready, and prepared for the session with good nutrition, hydration and clothing.

## FAIR PLAY CODE FOR PARENTS

- 1) I will not force my child to participate in sports.
- 2) I will remember that my child plays sports for his/her enjoyment and personal growth, not for mine.
- 3) I will adhere to and require my child to adhere to the rules, and to the spirit of the sport as defined by the Club and the governing bodies for the sport.
- 4) I will teach my child that doing one's best is as important as winning, so that my child will never feel defeated by the outcome of an event.
- 5) I will make my child feel like a winner every time by offering praise for competing fairly and trying hard.
- 6) I will teach my child that growth comes through learning from mistakes.
- 7) I will never ridicule or yell at my child for making a mistake or losing a race.
- 8) I will remember that children learn best by example.
- 9) I will applaud good performances by my child, our team, and opponents.
- 10) I will never question an official's judgment or honesty in public.
- 11) I will support all efforts to remove harassment and abuse from children's sporting activities and agree that such behaviour is not allowed.
- 12) I will respect and show appreciation to the coaches and volunteers who give their time to provide ski and board racing training to my child.
- 13) I will not interfere with the coach in the execution of his/her duties.

- 14) I agree to speak positively when talking about Hemlock Ski and Board Club in all conversations with Club members or the general public.
- 15) I will bring any concerns I have about club operations to the Executive Committee.

## EXECUTIVE COMMITTEE RESPONSIBILITIES

The volunteers on the HSBC Executive Committee have committed themselves to:

- Ensure that the program is well defined, is well understood by all parties involved and is available in a written outline form.
- Communicate with clubs, coaches, sponsors and other interested parties to promote an understanding of the program philosophy, entry and exit criteria.
- Conduct the affairs of the program in an ethical and financially responsible way.
- Organize fundraising events that will help reduce the cost to participating families.
- Support team and program sponsors.
- Report regularly on all aspects of the Program to Zone Boards as required.
- Represent the Program interests within and outside of the Coast Zone.

## EXPECTED BEHAVIOUR

### APPLICATION

Athletes and associated adults, including volunteers, are expected to comply with the *Code of Conduct* for the Club and governing bodies for the sport at any time they are representing the Club. This includes:

- when training as part of the Club, on or off the hill.
- when wearing the team jacket or Club bibs, or when one can be identified as a member of the HSBC.
- when competing as a Club member, on or off the hill.
- when travelling to and participating in Club events.

### ACCEPTABLE BEHAVIOUR

Athletes, adult members and coaches are expected to comply with the *Code of Conduct* for the Club and governing bodies for the sport, which include the following articles:

- All Club members shall maintain high standards of moral and ethical conduct, which includes self-control and responsible behaviour, consideration for others' physical and emotional well-being, and courtesy and good manners in public places at competitions and while traveling.
- All Club members shall conduct themselves at all times and in all places as befits worthy representatives of their Club and in conformity with the best tradition of FIS and BC Alpine sanctioned events.
- All HSBC coaches and volunteers shall abstain from the use of illegal drugs and immoderate consumption of alcohol.
- All members of BC Alpine shall comply with the customs, travel, or currency regulations of a country while traveling with or on behalf of BC Alpine.
- All Club members will avoid profane and abusive language and disruptive behaviour.
- All BC Alpine competitors shall abide by the rules of competition in all FIS or BC Alpine sanctioned events in which the competitor is entered.
- Any BC Alpine member under suspension by a member club is not eligible, during the suspension, to participate in any FIS or BC Alpine sanctioned event, or to receive any BC Alpine benefit.
- All club members will comply with the CWSAA Alpine Responsibility Code and obey the rules of the ski resort, including staying in bounds and off closed runs.

## UNACCEPTABLE BEHAVIOUR FOR ATHLETES

The Club has defined unacceptable behaviour for athletes to include, but not be limited to:

- Repeated failure to participate in the program as designed for the athlete.
- Blatant disrespect for other people and property.
- Unsportsmanlike behaviour, including foul language and violence.
- Any violation of the criminal code, including theft and vandalism.
- Racial, gender, or any other form of discrimination, harassment or bullying.
- Smoking or consuming alcohol.
- Using or encouraging the use of drugs.
- Using performance-enhancing drugs or methods, as defined in the *Canadian Anti-Doping Program* by the Canadian Centre for Ethics in Sport.

Common sense will serve as a guide in identifying other behaviours that are inappropriate.

## UNACCEPTABLE BEHAVIOUR FOR ADULT MEMBERS AND EMPLOYEES

The Club has defined unacceptable behaviour for adults and employees associated with the club to include, but not be limited to:

- Blatant disrespect for other people and property.
- Unsportsmanlike behaviour, including foul language and violence.
- Any violation of the criminal code, including theft and vandalism.
- Racial, gender, or any other form of discrimination, harassment or bullying.
- Smoking in the presence of athletes or other kids
- Excessive consumption of alcohol.
- Using or encouraging the use of drugs.

Common sense will serve as a guide in identifying other behaviours that are inappropriate.

## DISCIPLINARY ACTION

### INFRACTIONS

Club members who behave in an unacceptable manner may be subject to disciplinary action by the HSBC Executive Committee. The Club has identified two levels of infraction:

- **Minor Infraction:** Has limited impact on the athlete, other athletes or individuals and/or the program as a whole. Examples include:
  - Inappropriate use of language.
  - Failure to participate in the designed program.
  - Bullying or harassment.
  - Lack of respect to teammates or elders.
- **Major Infraction:** Has serious impact on the athlete, other athletes or individuals and/or the program as a whole. Examples include:
  - Use of or encouraging the use or distribution of drugs.
  - Consumption of alcohol for minors or excessive consumption of alcohol for adults.

Punishable infractions must have a witness other than the individuals involved in the unacceptable behaviour. If there are no witnesses, the Club will increase supervision of the individual in question, or apply separation of individuals, as required.

### PENALTIES FOR ATHLETES

- **Minor infractions:** May result in withdrawal of training or racing privileges for a short period of time (eg: less than one week)
- **Repeated minor infractions:** May result in withdrawal of training or racing privileges for a longer period of time. (eg: more than one week) or dismissal from the Program.
- **Major infractions:** may result in dismissal from the Program.

The HSBC Executive Committee, in consultation with coaches, are responsible for the administration of all disciplinary action against athletes. The exception to this is that a coach may impose a suspension for the remainder of a day of training or racing for a minor or major infraction.

## PENALTIES FOR ADULT MEMBERS

Non-athletes who behave in an unacceptable manner may be subject to disciplinary action by the HSBC Executive Committee.

- **Minor infractions:** May result in exclusion from events or activities for a short period of time (eg: less than one week)
- **Repeated minor infractions:** May result in exclusion from events or activities for a longer period of time. (eg: more than one week) or exclusion from all HSBC events and activities.
- **Major infractions:** May result in exclusion from all HSBC events and activities.

The HSBC Executive Committee is responsible for administering disciplinary actions for minor and major infractions.

## PENALTIES FOR COACHES

Coaches who behave in an inappropriate manner are subject to disciplinary action by the HSBC Executive Committee. Because coaches are employees of the Club, the process for dealing with infractions of the *Code of Conduct* is different from that for athletes and members. The primary concerns are the well-being and safety of the athletes, and the reputation of the Club and its programs. The *Employment Standards Act* will govern the Club's actions in the case of coaches.

Depending on the severity of the infraction, penalties may include verbal or written warnings, suspension from duties for a defined period of time, or dismissal. Progressive discipline is a process for dealing with job-related behaviour that does not meet expected and communicated performance standards. The primary purpose for progressive discipline is to assist the employee to understand that a performance problem exists and must be remedied if employment is expected to continue.

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## APPEAL PROCESS

For **minor infractions** by athletes and members, appeal may be made to the HSBC Executive Committee.

For **major infractions** by athletes and members, appeal may be made to an independent group of people. This group will be comprised of:

- One HSBC Executive Committee member selected by the HSBC Executive Committee.
- Two individuals not connected to the HSBC Executive Committee and agreed upon by the HSBC Executive Committee.

There will be no refund of program fees for time missed resulting from a disciplinary action of any kind.



## COMMITMENT

By signing below, all parties agree that they have read the "Partner Agreement, Code of Conduct and Rules of Fair Play" and understand its contents. Furthermore, all parties agree to conduct themselves according to the guidelines in this document.

Name	Signature	Date	Status (check all that are appropriate)			
			Athlete	Coach	Parent	Executive
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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