



This Code of Conduct Policy replaces and supersedes all pre-existing codes of conduct and synonymous documents approved by the Forest Hill Figure Skating Club (FHFSC) prior to September 10, 2023.

1. Purpose

The purpose of this Code of Conduct Policy is to outline the expectations of FHFSC with regards to providing a safe sport environment in which all individuals and groups are treated with respect, dignity, courtesy and good sportsmanlike behavior, on and off the ice, that is consistent with the values of FHFSC. Terms Code and Policy are used interchangeably.

2. Definition of Applicable Stakeholders

This policy includes all FHFSC stakeholders and guests and is not limited to: FHFSC members, Board of Directors, committee members, staff, contract and guest coaches; volunteers; athletes registered with a Skate Canada Club; all parents and guardians of these athletes and all consultants and contractors and guests from other Clubs and Arena staff.

3. Application of this Code of Conduct Policy

This Policy applies to all stakeholders and guests as defined above, which may arise during the course of FHFSC conducting its business and activities. This Policy includes but is not limited to its arena environment on and off ice, meetings, competitions and practices, tryouts, events, travel and off ice workout room as a member of a FHFSC team or on FHFSC related business. FHFSC may also consider activities outside of those listed if there is conduct that is deemed to be detrimental to the image or reputation of FHFSC and/or its stakeholders and/or guests.

4. Responsibilities:

It is expected that all stakeholders and or guests as defined, have a responsibility to:

- a) demonstrate respect to all individuals and groups and to:
 - i. act when appropriate, to prevent or correct practices that are unjustly discriminatory
 - ii. demonstrate the spirit of good sportsmanship, sport leadership and ethical



conduct

- iii. avoid public criticism of athletes, coaches and officials; and
- iv. promote the sport in a positive and constructive manner.

- b) ensure adherence to the rules of the sport and;
- 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 Canada Harassment Policy and;
- d) respect the property of others and not willfully cause damage and;
- e) adhere to all federal, provincial, municipal laws and;
- f) comply at all times with FHFSC by-laws, policies, procedures, rules and regulations as adopted and amended from time to time and;
- g) promote the sport of skating in a positive manner on and off ice.

5. FHFSC 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 the FHFSC Mission Statement and values and;
- b) be familiar with FHFSC By-laws and;
- c) be aware of any conflicts of interest and place the interests of FHFSC ahead of any interest they may have in any individual skater or coach or Club member or staff or volunteer and;
- d) respect and support any and all decisions made by the Board/committee whether or not they may have had a dissenting opinion and;
- e) unless otherwise authorized by the President, refrain from speaking publicly in a manner which may be perceived as a formal representation of the organization and;
- f) maintain confidentiality on all matters discussed during meetings (including votes) except as disclosed in the minutes of any such meeting or otherwise made public and;
- g) not engage in activities or accept appointments or elections to an office in any organization whose activities are likely to be in conflict with FHFSC.

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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 accept responsibility for delivering coaching services in a safe and professional manner and;
- b) maintain membership in good standing with Skate Canada and;
- c) be familiar with and abide by the SO Accreditation at Events Policy and all on-site security protocols
- d) at all times, accurately represent their technical, educational and professional credentials and resumes and;
- e) negotiate all contracts (including with clubs/ schools and skaters/parents) accurately and in good faith and invoice only for services rendered (not anticipated) and;
- f) understand that a coach becomes the base coach of an athlete from the moment that an athlete contracts that coach, whether individually or in a group and that other coaches must initiate discussion about an athlete's training only through the base coach – a coach may not solicit or cause an athlete to be solicited and;
- g) respect that a coach may respond directly to athletes or parents who approach them to inquire about their services, experience, qualifications, philosophy/methods and;
- h) respect the fact that an athlete/parent may have the right to contract the services of another coach to replace or supplement an athlete's instruction and;
- i) be a positive role model and demonstrate the characteristics of respect, courtesy, honesty, integrity, fairness, good sportsmanship and dependability and;
- j) encourage skaters to learn and uphold the rules of the sport and;
- k) maintain the best interests (including physical and emotional) of each individual athlete at all times and not disadvantage one skater to promote another and;
- 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 and;
- m) may participate in any self-promotional activities that do not violate other clauses



within this Code or that of Skate Canada, Skate Ontario.

7. Athletes/Skaters

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

- a) any athlete representing FHFSC on a team or in a competition or other activity shall:
 - i. report in a timely manner, any injury or medical condition that would affect their performance or ability to compete, travel or train and;
 - ii. appear on time, well-nourished with clothing and equipment as required, in order to participate to the best of their ability and;
 - iii. accurately represent oneself when applying for entry to a competition, training camp or other activity and;
 - iv. dress in a manner representative of FHFSC, the focus being on neatness, cleanliness and discretion. Designated clothing, if applicable, must be worn when travelling to and from a competition.
- b) for those on provincial teams, abide by any additional policies that may be imposed by coaches or team managers (chaperones) and;
- c) keep confidential any such information about fellow athletes or others gained through skating activities. No gossip or malicious talk is accepted.

8. Parents/Guardians and Spectators:

In addition to those responsibilities as defined in Section 4 of this Policy:

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



guests as defined in Section 2 of this policy.

9. Disciplinary Action

CLASS I

- Intentionally leaving objects on the ice
- Chewing gum, eating, or drinking on the ice (exception for water/sports drink at the boards).
- Discourteous behaviour

CLASS II

- Abusive or obscene language, profanity, or any gesture of profanity
- Lack of cooperation with any official, parent, coach or rink staff
- Displaying or promoting unsafe actions on the ice or elsewhere in the facility
- Deliberately skating in a manner that interferes with another skater's safety
- Any destruction or defacement of property including the ice surface

CLASS III

- Any intentional physical contact, bodily or by throwing objects, which would be considered aggressive in nature by a responsible, prudent person
- Threatening or harassing of other skaters or persons
- Possession or use of any illegal substance on the premises
- Theft

Consequences for Infractions

CLASS I

- 1st offense - verbal warning
- 2nd offense - verbal warning of upgrade upon next offense
- 3rd offense - upgrade to Class II - 1st offense

CLASS II

- 1st offense - Immediate removal from the ice and loss of privileges for the following session, Written apology to offended party, Letter of reprimand with warning of upgrade upon next offense
- 2nd offense - Meeting of all parties concerned for disposition, Upgrade to Class III

CLASS III

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A class III infraction will require a meeting of the Board, skater, and parents if the skater is a minor.

- 1st offense - Removal from Club ice and Club activities for a length of time to be determined by the Board, a written letter of apology to offended party, if the skater is under 18 years of age, upon return to ice, a parent or guardian must accompany skater for a period of time to be determined by the Board
- 2nd offense - Permanent Club suspension