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<b>POLICY</b>	<b>Integrity</b>
TITLE:	Code of Behaviour Policy
AREA:	National Integrity Framework
RESPONSIBILITY:	National Integrity Manager
DRAFTED BY:	CEO
DATE APPROVED:	5 <sup>th</sup> August 2023
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## 1. POLICY INTENT

In accordance with Rules 7.2 and 20 of the Paddle Australia Constitution, the following Policy is adopted by the Paddle Australia Board.

Paddle Australia is committed to providing a safe, fair, and inclusive environment for everyone involved in our organisation and in our sport.

This Code of Behaviour Policy:

1. Applies to everyone involved in Paddling including, without limitation, players/athletes, coaches, officials, volunteers, administrators, parents/guardians (of child participants) and spectators/supporters.
2. Sets out the expected standards of behaviour with respect to any activity held or sanctioned by a Paddling Organisation and in any role held within a Paddling Organisation.
3. Applies to conduct in-person and online (including social media).
4. Is underpinned by the following core values:
  - i. To act within the rules and spirit of our sport.
  - ii. To display respect and courtesy towards everyone involved in our sport and prevent discrimination and harassment.
  - iii. To prioritise the safety and well-being of children and young people involved in our sport.
  - iv. To encourage and support opportunities for participation in all aspects of our sport.

## 2. DEFINITIONS

In this Policy the following words have the corresponding meaning:

“**PA**” means Paddle Australia Limited.

“**Child**” means a person who is under the age of 18.

“**Paddling**” means the sport of paddling, as governed by Paddle Australia and International Canoe Federation from time to time.

“**Paddling Organisation**” means any of the following organisations:

- a) PA;
- b) each State Paddle Association recognised as a Member State of PA; and
- c) each club or association admitted as an Affiliate Member of Paddle Australia.

“**Policy**”, “**policy**” and “**this policy**” means this Code of Behaviour Policy

“**Prohibited Conduct**” means any failure to comply with the Codes of Behaviour set out in this Policy.

### **3. BREACHES OF THE CODE**

The PA Complaints, Disputes and Discipline Policy applies to any alleged Prohibited Conduct.

### **4. GENERAL CODE OF BEHAVIOUR**

Everyone involved in Paddling must:

1. Comply with the sport's policies, including competition rules and regulations.
2. Operate within the rules and spirit of the sport, promoting fair play over winning at any cost.
3. Be fair, considerate, and honest in all dealings with others.
4. Treat each person (including Paddling Organisation representatives and other stakeholders) with courtesy, respect, dignity, tolerance, and proper regard for their rights and obligations.
5. Be a positive role model.
6. Not engage in inappropriate conduct including the use of offensive language or gestures.
7. Comply with all reasonable directions of, and accept all decisions of, Paddling Organisation representatives.
8. Accept and respect the authority of officials and not show unnecessary dissension, displeasure, criticism, or disapproval towards an official.
9. Follow appropriate processes in relation to grievances and disputes, including by minimising or de-escalating conflict and respecting the outcome.
10. Maintain appropriate and professional relationships with others in the sport of Paddling.
11. Adopt and support responsible behaviour in relation to the use of alcohol and other substances.
12. Not be intoxicated while involved in a Paddling activity or at, in or around a venue at which a Paddling activity is taking place.
13. Act with care and diligence to contribute to a safe environment.
14. Respect Paddling facilities and venues, including by using minimal impact practices in the environment that they paddle in and seeking permission from landowners to access waterways.
15. Respect, protect and not misuse confidential information obtained through their involvement in the sport.
16. Not engage in any behaviour which is unlawful, unsafe, disorderly or otherwise may prejudice or bring into disrepute a Paddling Organisation or the sport of Paddling.
17. Report any breach of this Code of Behaviour Policy or other unethical conduct.

## **5. COACH, REGISTER INSTRUCTOR AND GUIDE CODE OF BEHAVIOUR**

In addition to the General Code of Behaviour, coaches and registered instructors and guides must:

1. Treat all paddlers with care and consistency.
2. Honour all promises and commitments, both verbal and written.
3. Provide feedback to paddlers in a caring sensitive manner to their needs. Avoid overly negative feedback.
4. Recognise paddlers' rights to consult with other coaches and advisers. Cooperate fully with other specialists (e.g. sports scientists, doctors, physiotherapists etc.).
5. Treat all paddlers fairly, regardless of athletic potential, socio-economic status etc.
6. Encourage and facilitate paddlers' independence and responsibility for their own behaviour, performance, decisions, and actions.
7. Involve the paddlers in decisions that affect them.
8. Determine, in consultation with paddlers and others, what information is confidential and respect that confidentiality.
9. Encourage a climate of mutual support among your paddlers.
10. Encourage paddlers to respect one another and to expect respect for their worth as individuals regardless of their level of play.
11. Encourage, within reason, paddlers to compete to the best of their ability.
12. At all times use appropriate training methods that in the long term will benefit the paddlers and avoid those which could be harmful.
13. Ensure that equipment and activities set are suitable for age, experience, ability, and physical and psychological conditions of the paddlers.
14. Follow medical advice in relation to injuries and illness, including when an injured or sick paddler may safely return to training and competition.
15. Be acutely aware of the power that you as a coach / registered instructor and guide develop with your paddlers in the coaching relationship and avoid any sexual intimacy with paddlers that could develop as a result.
16. Avoid situations with your paddlers that could be construed as compromising.
17. Ensure any physical contact is appropriate to the situation and necessary for the paddler's skill development.
18. Not use or be under the influence of alcohol, cigarettes (including e-cigarettes) or illicit drugs while coaching or exercising other official functions
19. Actively discourage the use of performance enhancing drugs, the use of alcohol and tobacco and illegal substances.
20. Respect the fact that your goal as a coach / registered instructor and guide for the paddler may not always be the same as that of the paddler. Aim for excellence based upon realistic goals and due consideration for the paddler's growth and development.

21. Recognise individual differences in paddlers and always think of the paddler's long-term best interests. Prioritise health, safety and wellbeing above performance and results.
22. Help each paddler reach their potential.
23. Set challenges for each paddler which are both achievable and motivating.
24. Do not exploit any coaching relationship to further personal, political, or business interests at the expense of the best interest of your paddlers.
25. Encourage paddlers and coaches to develop and maintain integrity in their relationship with others.
26. Respect other coaches / registered instructors and guides and always act in a manner characterised by courtesy and good faith.
27. When asked to coach a paddler, ensure that any previous coach-paddler relationship has been ended by the paddler-others in a professional manner.
28. Be honest and ensure that qualifications are not misrepresented.
29. Be open to other people's opinion and willing to continually learn and develop.

## **6. OFFICIALS, VOLUNTEERS AND SUPPORT PERSONNEL CODE OF BEHAVIOUR**

In addition to the General Code of Behaviour, officials, volunteers and support personnel must:

1. Ensure that equipment and activities they are responsible for are safe and appropriate to relevant paddlers' level of maturity, skill and experience.
2. Not use or be under the influence of alcohol, cigarettes (including e-cigarettes) or illicit drugs while exercising official functions.
3. Be accountable, impartial, consistent and transparent in their conduct and decision-making.
4. Avoid actual or perceived conflicts of interest.
5. Not misuse their position or information acquired through their position.

## **7. PADDLER CODE OF BEHAVIOUR**

In addition to the General Code of Behaviour, paddlers must:

1. Uphold the highest standards of sporting behaviour.
2. Not be under the influence of alcohol or illicit drugs while paddling.
3. Respect the talent, potential and development of fellow paddlers.
4. Care and respect the equipment and facilities made available.
5. Prioritise health, safety and wellbeing above performance and results.
6. Not use improper use of their position or information acquired through their position.

## **8. ADMINSTRATOR AND STAFF CODE OF BEHAVIOUR**

In addition to the General Code of Behaviour, administrators and staff must:

1. Not use or be under the influence of alcohol, cigarettes (including e-cigarettes) or illicit drugs while exercising official functions.
2. Exercise due care, diligence and skill in the performance of their duties (including by making reasonable enquiries to understand the financial, strategic and other implications of decisions).
3. Act honestly, in good faith and in the best interests of the sport as a whole.
4. Be accountable, impartial, consistent and transparent in their conduct and decision-making.
5. Manage complaints and conflicts responsibly and impartially in accordance with relevant policies.
6. Not misuse their position or information acquired through their position.
7. Avoid actual or perceived conflicts of interest.

## **9. PARENT/GUARDIAN CODE OF BEHAVIOUR**

In addition to the General Code of Behaviour, parents and guardians must:

1. Prioritise health, safety and wellbeing above performance and results.
2. Encourage their child to follow the rules if they fail to behave appropriately.
3. Positively support their child in a respectful and encouraging manner, mindful of other paddlers and their families.