

Lawn Bowls Nova Scotia Code of Conduct

1. Definitions

The following terms have these meaning in this Code:

“Individuals” – Individuals engaged in activities with LBNS including, but not limited to, athletes, coaches, convenors, officials, volunteers, managers, administrators, committee members, parents and guardians and spectators at events, and Board members and Officers of LBNS.

2. Purpose

The purpose of this Code is to ensure a safe and positive environment (within LBNS’ programs, activities, and events) by making Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with LBNS’ core values. LBNS supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect.

3. Application of this Code

This Code applies to Individuals’ conduct during LBNS business, activities, and events including, but not limited to, recreational leagues, competitions, practices, tryouts, training camps, travel associated with LBNS’ activities, and LBNS meetings.

This Code also applies to Individuals’ conduct outside of LBNS’ business, activities, and events when such conduct adversely affects relationships within LBNS (and its work and sport environment) and is detrimental to the image and reputation of LBNS. Such applicability will be determined by LBNS at its sole discretion.

4. Violation of the Code

An Individual who violates this Code may be subject to sanctions pursuant to LBNS’ *Discipline and Complaints Policy*. In addition to facing possible sanction pursuant to the LBNS’ *Discipline and Complaints Policy*, an Individual who violates this Code during a competition may be ejected from the competition or the playing area. The official may delay the competition until the Individual complies with the ejection, and the Individual may be subject to any additional discipline associated with the particular competition.

5. Responsibilities

Individual members of LBNS have responsibility to:

- Demonstrate respect to individuals regardless of body type, physical characteristics, athletic ability, age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status, gender identity, gender expression, sex, and sexual orientation
- Maintain and enhance the dignity and self-esteem of all LBNS’ members and other individuals
- Focus comments or constructive criticism appropriately and avoid public criticism of athletes, coaches, officials, organizers, volunteers, or members
- Consistently demonstrate the spirit of sportsmanship, sport leadership, and ethical conduct
- Act, when appropriate, to correct or prevent practices that are unjustly discriminatory
- Consistently treat individuals fairly and reasonably

- Ensure adherence to the rules of the sport and the spirit of those rules
- Refrain from any behaviour that constitutes **harassment**, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading, or malicious
- Respect the property of others and not wilfully cause damage
- Promote the sport in the most constructive and positive manner possible
- Adhere to all federal, provincial, municipal laws
- Comply, at all times, with LBNS bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time

6. Conduct and Behaviour

A. Types of behaviour that constitute harassment include, but are not limited to:

- Written or verbal abuse, threats, or outbursts;
- The display of visual material which is offensive or which a reasonable person ought to know is offensive in the circumstances
- Unwelcome remarks, jokes, comments, innuendo, or taunts.
- Leering or other suggestive or obscene gestures, condescending or patronizing behaviour which is intended to undermine self- esteem, diminish performance or adversely affect working conditions
- Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
- Any form of hazing
- Retaliation or threats of retaliation against an individual who reports harassment
- Bullying
- Offensive or intimidating phone calls or emails
- Displaying or circulating offensive pictures, photographs or materials in printed or electronic form
- Psychological abuse
- Discrimination
- Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, demeaning or intimidating
- Behaviours such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment
- Any behaviour that constitutes **violence**, where violence is defined as the exercise of physical force, that causes or could cause physical injury;
- An attempt to exercise physical force that could cause physical injury;
- Any statement or behaviour that it is reasonable to interpret as a threat to exercise physical force.

B. Types of behaviour that are applicable to this section include, but are not limited to:

- Verbal threats to attack
- Sending to or leaving threatening notes or emails
- Making threatening physical gestures
- Wielding a weapon
- Hitting, pinching or unwanted touching which is not accidental
- Throwing an object

- Blocking normal movement or physical interference, with or without the use of equipment
- Any attempt to engage in the type of conduct outlined above
- Any behaviour that constitutes **sexual harassment**, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature.

C. Types of behaviour that constitute sexual harassment include, but are not limited to:

- Sexist jokes
- Sexual violence
- Display of sexually offensive material
- Use of sexually degrading words to describe a person
- Inquiries or comments about a person's sex life
- Unwelcome sexual flirtations, advances, or propositions
- Inappropriate sexual touching, advances, suggestions or requests
- Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
- Unwelcome sexual flirtations, advances, requests, or invitations
- Physical or sexual assault

D. Performance enhancing behaviours

As a provincial sporting organization, LBNS adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and may be subject to further disciplinary action, and possible sanction, pursuant to LBNS' *Discipline and Complaints Policy*. LBNS will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by LBNS or any other sport body.

Individuals shall:

- Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport, who has incurred an anti-doping rule violation and/or is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES)
- Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
- Refrain from consuming alcohol, tobacco products, or recreational drugs while participating in LBNS' programs, activities, and competitions
- In the case of adults, avoid consuming alcohol in situations where minors are present and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with LBNS' events

7. Board/Committee Members and Staff

1. In addition to section 5 (above), LBNS' Directors, Committee Members, and Staff will have additional responsibilities to:
2. Function primarily as a member of the board and/or committee(s) of LBNS; not as a member of any other particular member or constituency

3. Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of LBNS' business and the maintenance of Individuals' confidence
4. Ensure that LBNS' financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities
5. Conduct themselves openly, professionally, lawfully and in good faith in the best interests of LBNS
6. Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism
7. Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in all dealings with others
8. Keep informed about LBNS' activities, the provincial sport community, and general trends in the sectors in which they operate
9. Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which the LBNS is incorporated
10. Respect the confidentiality appropriate to issues of a sensitive nature
11. Ensure that all Individuals are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight
12. Respect the decisions of the majority and resign if unable to do so
13. Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
14. Have a thorough knowledge and understanding of all LBNS' governance documents
15. Conform to the bylaws and policies approved by LBNS, in particular this *Code of Conduct and Ethics* as well as the *Conflict of Interest Policy* and *Confidentiality Policy*

8.Coaches

In addition to section 5 (above), coaches have many additional responsibilities. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously.

In the position of coach, they must respect and promote the rights of all participants in sport. Coaches must follow procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment.

Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights.

Coaches will use the *Rule of Two* during their work with minors and vulnerable populations.

Coaches will:

1. Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes
2. Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes
3. Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments
4. Support the coaching staff of a training camp, provincial team, or national team; should an athlete qualify for participation with one of these programs

5. Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete
6. Act in the best interest of the athlete's development as a whole person
7. Respect other coaches
8. Meet the highest standards of credentials, integrity and suitability, including but not limited to such considerations established by LBNS' *Screening Policy*
9. Report any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance
10. Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol and/or tobacco
11. Respect athletes playing with other teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', unless after first receiving approval from the coaches who are responsible for the athletes
12. Not engage in a sexual relationship with an athlete under 18 years old, or an intimate or sexual relationship with an athlete over the age of 18 if the coach is in a position of power, trust, or authority over the athlete
13. Dress professionally, neatly, and inoffensively
14. Use inoffensive language, taking into account the audience being addressed

9. Athletes

In addition to section 5 (above), athletes will have additional responsibilities to:

1. Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete; or in the case of carded athletes, interfere with the athlete's ability to fulfill requirements under the Athlete Assistance Program (if applicable)
2. Participate and appear on-time, well-nourished, and prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, tournaments, and events
3. Properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or other reason
4. Adhere to the LBNS' rules and requirements regarding clothing and equipment
5. Never ridicule a participant for a poor performance or practice
6. Act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other athletes, officials, coaches, or spectators
7. Dress in a manner representative of LBNS; focusing on neatness, cleanliness, and discretion
8. Act in accordance with LBNS' policies and procedures and, when applicable, additional rules as outlined by coaches or managers

10 Officials

In addition to section 5 (above), officials will have additional responsibilities to:

1. Maintain and update their knowledge of the rules and rules changes
2. Work within the boundaries of their position's description while supporting the work of other officials
3. Act as an ambassador of LBNS by agreeing to enforce and abide by national and provincial rules and regulations
4. Take ownership of actions and decisions made while officiating
5. Respect the rights, dignity, and worth of all individuals
6. Not publicly criticize other officials or any club or association
7. Assist with the development of less-experienced referees and minor officials

8. Conduct themselves openly, impartially, professionally, lawfully, and in good faith in the best interests of LBNS, athletes, coaches, other officials, and parents
9. Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others
10. Respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about Individuals
11. Honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or association at the earliest possible time
12. When writing reports, set out the true facts and not attempt to justify any decisions
13. Dress in proper attire for officiating

11 Parents, Guardians and Spectators

In addition to section 5 (above), parents/guardians and spectators at events will:

1. Encourage athletes to compete within the rules and to resolve conflicts without resorting to hostility or violence
2. Condemn the use of violence in any form
3. Never ridicule a participant for making a mistake during a performance or practice
4. Provide positive comments that motivate and encourage participants' continued effort
5. Respect the decisions and judgments of officials, and encourage athletes to do the same
6. Never question an official's or staff member's judgment or honesty
7. Support all efforts to remove verbal and physical abuse, coercion, intimidation, and sarcasm
8. Respect and show appreciation to all competitors, and to the coaches, officials and other volunteers
9. Not harass competitors, coaches, officials, parents/guardians, or other spectators

Approved: May 5, 2019