



# Ontario Provincial Trapshooting Association

<b>Code of Conduct Policy</b>	
<b>Policy Developed by: Pam Muma</b>	<b>Policy Approved by: Neville Henderson</b>
<b>Date of Approval: February 12, 2018</b>	<b>Date of Latest Review:</b>

## DEFINITIONS

1. The following terms have these meanings in this Code:
  - a) “Individuals” – All categories of membership defined in OPTA’s By-laws, as well as, all individuals engaged in activities with OPTA, including but not limited to, clubs, athletes, coaches, officials, volunteers, managers, administrators, directors and officers of the OPTA, spectators of OPTA events and parents or guardians of OPTA members.
  - b) OPTA – Ontario Provincial Trapshooting Association

## PURPOSE

1. The purpose of this Code of Conduct (“Code”) is to ensure a safe and positive environment (within OPTA programs, activities and events) by making all individuals aware that there is an expectation, at all times, of appropriate behavior consistent with the values of the OPTA.
2. OPTA is committed to providing an environment in which all individuals are treated with respect. OPTA supports equal opportunity and prohibits discriminatory practices. Individuals are expected to conduct themselves at all times in a manner consistent with the values of the OPTA that include fairness, integrity, accountability, excellence, accessibility, innovation and respect.
3. Conduct that violates this Code may be subject to sanctions pursuant to OPTA’s By-law Section 8.04.

## APPLICATION OF THIS CODE

1. This Code applies to conduct that may arise during the course of OPTA’s business, activities, and events, including but not limited to: its office environment, competitions, practices, training camps, tryouts, travel and any meetings of the OPTA.
2. This Code also applies to the conduct of individuals that may occur outside of OPTA’s business, activities, events, and meetings when such conduct adversely affects relationships within the OPTA (and its work and sport environment) and is detrimental to the image and reputation of the OPTA. Such applicability will be made by the OPTA in its sole discretion.

## RESPONSIBILITIES

1. All Individuals have a responsibility to:
  - a) Maintain and enhance the dignity and self-esteem of OPTA's members and other individuals by:
    - i. Demonstrating respect to individuals regardless of body type, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability or economic status.
    - ii. Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees and members.
    - iii. Consistently demonstrating the spirit of sportsmanship, sport leadership and ethical conduct.
    - iv. Acting, when appropriate, to prevent or correct practices that are unjustly discriminatory.
    - v. Consistently treating individuals fairly and reasonably.
    - vi. Ensuring adherence to the rules of shooting and the spirit of those rules.
  - b) 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. Types of behaviour that constitute harassment include, but are not limited to:
    - i. Written or verbal abuse, threats or outbursts.
    - ii. The display of visual material which is offensive or which one ought to know is offensive in the circumstances.
    - iii. Unwelcome remarks, jokes, comments, innuendo or taunts.
    - iv. Leering or other suggestive or obscene gestures.
    - v. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions.
    - vi. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance.
    - vii. Any form of hazing where hazing is defined as *"Any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking athlete by a more senior team-mate, which does not contribute to either athlete's positive development, but is required to be accepted as part of a team, regardless of the junior-ranking athlete's willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any team-mate based on class, number of years on the team, or athletic ability."*
    - viii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing.
    - ix. Unwelcome sexual flirtations, advances, requests, or invitations.
    - x. Physical or sexual assault.
    - xi. Behaviour 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.
    - xii. Retaliation or threats of retaliation against an individual who reports harassment to the OPTA.

- c) Refrain from 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. Types of behaviour that constitute sexual harassment include, but are not limited to:
  - i. Sexist jokes.
  - ii. Display of sexually offensive material.
  - iii. Sexually degrading words used to describe a person.
  - iv. Inquiries or comments about a person's sex life.
  - v. Unwelcome sexual flirtations, advances or propositions.
  - vi. Persistent unwanted contact.
- d) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, the OPTA adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and shall be subject to disciplinary action, and possible sanction, pursuant to OPTA's Discipline and Complaints Policy. The OPTA will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by the OPTA or any other sport organization.
- e) Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development or supervision of the sport of competitive shooting, who has incurred an anti-doping rule violation and 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).
- f) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.
- g) In the case of adults, avoid consuming alcohol in situations where minors are present, and take reasonable steps to manage the responsible consumption of alcoholic beverages in adult-oriented social situations associated with OPTA events.
- h) Respect the property of others and not willfully cause damage.
- i) Promote shooting in the most constructive and positive manner possible.
- j) Adhere to all federal, provincial, municipal and host country laws.
- k) Comply at all times with the bylaws, policies, procedures, rules and regulations of the OPTA, as adopted and amended from time to time

## **PARENTS/GUARDIANS AND SPECTATORS**

1. In addition to paragraph 7 of OPTA's Code of Conduct (above), parents/guardians of Individuals and Spectators at events will:
  - a) Encourage athletes to play by the rules and resolve conflicts without resorting to hostility or violence.
  - b) Never ridicule a participant for a poor performance or practice.
  - c) Respect the decisions and judgements of officials and encourage athletes to do the same.
  - d) Not question the judgement or honesty of an official or an OPTA staff member.

- e) Respect and show appreciation to all competitors and to the coaches, officials, and other volunteers who give their time to the sport.
- f) Keep off of the competition area and not interfere with events or calls.

## **APPROVAL**

Code of Conduct policy approved by Ontario Provincial Trapshooting Association Board of Directors on February 12, 2018.