

SUB ZERO TRAVEL EXPECTATIONS

ATHLETES

Athletes' roles and responsibilities include:

- making every effort to promote a safe, harassment-free environment where all team members are treated with respect, so that the experience is conducive to maximum enjoyment for all
- familiarizing themselves with and abide by Volleyball Yukon's Code of Conduct
- signing a contract/agreement which states an understanding of, and agreement to the Code of Conduct
- informing coaches or managers of concerns or problems
- reporting any incidents of harassment to coaches or manager
- participating fully in training prior to the Tournament
- competing to the best of their ability, in a fair and sportsmanlike manner
- attending all Sub Zero functions prior to, and during the Tournament
- assisting in fund-raising efforts if signed up
- all cell phones are to be turned off at 12:00 p.m. every evening
- quiet time in the hotel is 11:00 p.m. Curfew is 12:00 a.m. Coaches and managers have the right to impose earlier/later deadlines.
- Must be with another member of the team at all times except when they are with their parents or a responsible adult with the written permission of the parent.

COACHES

Coaches' roles and responsibilities include:

- making every effort to promote a safe, harassment-free environment where all team members are treated with respect, so that the experience is conducive to maximum enjoyment for all
- being responsible for their athletes throughout the Tournament and ensure that all of their athletes are aware of and understand the Volleyball Yukon Code of Conduct
- chaperoning of all athletes on their team or travelling with them
- signing a contract/agreement which states an understanding of, and agreement to the Code of Conduct
- reporting all incidents of harassment to Trip Manager
- Coaching in a fair and sportsmanlike manner
- being responsible for competitors preparation, performance and conduct prior to and during the Tournament.
- assisting in administration of the team including registration, uniform allocation, finances and transportation
- must reside in the hotel with their athletes throughout the Tournament
- the coach is responsible for administering discipline for minor infractions

TRIP MANAGER

- making every effort to promote a safe, harassment-free environment where all team members are treated with respect, so that the experience is conducive to maximum enjoyment for all
- ensuring that all participants are familiar with and follow Volleyball Yukon's Code of Conduct
- coordinating transportation, hotel and other logistical aspects of the tournament
- being responsible for addressing problems and concerns related to Sub Zero members and enforcing Code of Conduct as required
- reporting to Volleyball Yukon Executive, on all major disciplinary action taken during the Tournament.
- Monitor medical emergencies and provide updates/information to coaches and parents.

CODE OF CONDUCT

Application of the Policy

This Policy applies to all members of Volleyball Yukon, which includes all participating athletes, coaches and team managers.

Volleyball Yukon's Code of Conduct

All members are expected to:

- Act as ambassadors for their local sports clubs, their Territorial Sport Governing Bodies ("SGB's") and the Yukon Territory;
- Participate in the spirit of fair play, co-operation and respect for others at all times;
- Respect the rules of their sport and Volleyball Yukon;
- Perform to their best ability in every competition and accept with pride the result their effort brings;
- Respect their opponents and the directions and decisions of competitive and other officials;
- Be gracious in victory and defeat;
- Conduct themselves in a manner that supports and enhances a safe environment, free from harassment and discrimination, for all members and Tournament participants.

Members of Volleyball Yukon will:

- Abide by the established curfew
- Wear the appropriate Team Uniform pieces as indicated by your Manager;
- Be punctual for all Volleyball Yukon functions and activities.

Members of Volleyball Yukon will not:

- Verbally or physically abuse other members of Volleyball Yukon or participants in the Tournament;
- Show disrespect to officials, including the use of foul language and obscene or offensive gestures;
- Breach any of the rules of their sport or Volleyball Yukon;
- Abuse, damage or destroy facilities or equipment;
- Fail to comply with rulings by officials, coaches, managers, or any other person in a position of authority or responsibility;
- Bet or take part in illegal gambling;
- Participate in any physical or verbal actions directed at any other Volleyball Yukon member or Tournament participant which will impact negatively on their ability to enjoy the experience of the Tournament;

- Indulge in any other unreasonable conduct which brings Volleyball Yukon into disrepute, including but not limited to, activities which disturb or disrupt the peace, infractions of municipal, territorial, provincial or federal laws, the abusive use of alcohol, the non-medical use of drugs, tobacco, or the use of alcohol by minors.

Types of Infractions

Breaches of this Code of Conduct are divided into two types: minor infractions and major infractions. Minor infractions by athletes are dealt with informally by the Coach. Minor infractions involving coaches or managers, as well as Major infractions involving any member of Volleyball Yukon, are dealt with more formally by the Volleyball Yukon Discipline Committee.

Minor infractions include, but are not limited to:

- Single instances of disrespectful behaviour
- Single instances of unsporting behaviour such as arguing
- Being late, or absent from, Volleyball Yukon activities or functions
- Use of tobacco products by minors (under 19 years of age);
- A minor disturbance or disruption after quiet time in the hotel
- Other similar infractions of minor severity

Major Infractions include, but are not limited to:

- Repeated minor infractions
- Unsportsmanlike conduct such as fighting
- Major disruptions after quiet time and curfew
- Use of alcohol by a minor at any time
- Use of alcohol by an coach or manager
- Intoxication at any time
- Pranks, jokes, or other activities which endanger the safety of others
- Theft
- Possession or use of illegal drugs
- An anti-doping rule violation under the Canadian Anti-Doping Program
- Failure of coaches to enforce discipline for minor infractions
- Other similar infractions of major severity

Disciplinary Sanctions

The following are examples of disciplinary sanctions that may be applied, singly or in combination, by a Coach or a Discipline Committee. Other sanctions may be applied depending on the circumstances. These sanctions are listed generally in order of severity:

- a) Impose an earlier curfew;
- b) Issue a verbal reprimand or warning to the member;
- c) Issue a written reprimand or warning to be filed with Trip Manager
- d) Require the member to make a verbal apology to his or her team mates, his or her coaches, or such other parties as are appropriate;
- e) Require the member to hand deliver a written apology to such parties as are appropriate;
- f) Confinement to hotel for a specified period of time;
- g) Require the member to do voluntary team service for his or her team or SGB where his or her team or SGB are in agreement with this sanction;
- h) Removal of Volleyball Yukon uniform;
- i) Suspend the member from his or her sports competition;
- j) Expel the member from the Volleyball Yukon before completion of his or her competition;
- k) Send the member home at his or her own cost following expulsion from the Volleyball Yukon Event (costs will be borne by the parent/guardian);
- l) Prohibit the member from participating for Volleyball Yukon at any major games.

In applying sanctions, the Coach and Disciplinary Committee may have regard to the following aggravating or mitigating circumstances:

- The nature and severity of the infraction;
- Whether the infraction is the member's first offence or a repeat offence;
- The member's acknowledgement of responsibility;
- The member's extent of remorse;
- The age, maturity or experience of the member; and
- The member's prospects for rehabilitation.

In addition to the provisions of this Policy, officials of Volleyball Yukon may contact local police concerning the behaviour of any Volleyball Yukon member, if appropriate to do so. Also, a member may be subject to further disciplinary procedures by their SGB or NSO, in addition to the disciplinary procedures set out in this Policy.

Roles and Responsibilities

Coach

The Coach is responsible for discipline for all minor infractions by athletes. The Coach will keep a written record of all minor infractions in case there are repeated incidents that would warrant consideration as a major infraction.

Discipline Committee

The Disciplinary Committee is responsible for discipline for minor infractions by coaches or managers and for all major infractions. The Discipline Committee is

made up of two (2) individuals from the Volleyball Yukon Committee. Members of the Discipline Committee will be free from bias or conflict of interest. Should any member of the Discipline Committee believe that he or she cannot act impartially, the Committee will appoint another individual.

In cases where several individuals may be the subject of a disciplinary hearing, the Committee may choose to deal with the individuals as a group or individually as he or she sees fit.

Member Advocates

A member, who is the subject of a Disciplinary Committee hearing and/or an Appeal Committee hearing, has the right to be assisted by an Advocate of their choice or as provided by Volleyball Yukon. The role of the Advocate is to inform the member about his/her rights, to provide support and, if requested, to participate with the member at the scheduled disciplinary hearing. Hearings will not be postponed or rescheduled to accommodate the Advocate.

Discipline Procedures

Minor Infractions

All minor infractions will be reported to the Coach. The Coach will decide on the appropriate disciplinary sanctions. Minor infractions, and corresponding sanctions, will be documented using the Infraction Report Form, and a copy of this form will be provided to Trip Manager.

If a person witnesses a minor infraction that is not otherwise reported to the Coach, the person should report the infraction to Trip Manager, who will deal with it informally or determine if it should be dealt with as a major infraction.

Major Infractions

Major infractions will be reported to the Trip Manager. The Trip Manager will immediately report the infraction to the Discipline Committee using the Infraction Report Form. The Committee will review the report and may:

- Dismiss the report if he or she considers it to be trivial or vexatious,
- Deal with the infraction informally as a minor infraction, or
- Refer the matter to the Discipline Committee to deal with as a major infraction.

Where the matter is referred to the Discipline Committee, the member will be so advised, will be informed of the procedures of this Policy and will be provided with an opportunity to secure an Advocate.

In carrying out these procedures, the Discipline Committee will ensure that procedural fairness is respected at all times. This means that the member is entitled to the following protections:

- The right to receive notice of the alleged violation,
- The right to receive notice of the time and place for the disciplinary hearing,
- The opportunity to be assisted at the hearing by an Advocate,
- Where the member is a minor, the right to have parents or guardians notified of the alleged infraction and be given an opportunity to participate in the disciplinary hearing, either in person or by telephone conference,
- The right to address the Discipline Committee, call witnesses, present evidence and make argument,
- The right to choose to provide a written submission in lieu of participating in an oral hearing and
- The right to receive a timely written decision from the Discipline Committee, with reasons.

I have read and understand the Sub Zero Travel Expectations and Volleyball Yukon's Code of Conduct. I agree to follow the expectations and fulfill my responsibilities as indicated.

Participant

Date

Parent

Date

APPENDIX A – CONFIDENTIAL

Volleyball Yukon - Infraction Report

Date/Time of Infraction _____

Submitted by (Name): _____

Position: _____

Location of Infraction:

Volleyball Yukon Individuals Involved

Description of Incident: (Be objective, concise & accurate. Use more paper if needed)

Names of Any Witnesses:

Signature: _____

Date: _____

Outcome: _____