



CODE OF CONDUCT FOR SPORT

<p>College Statement</p>	<p><i>Brigidine College Indooroopilly is a Kildare Ministries Independent Catholic Girls Secondary College for students from Year 7 to Year 12. The College is committed to the Brigidine vision of transformation of society through faith and education. It has a proven record of providing quality and affordable education for the empowerment of young women. The College strives, in the spirit of Brigid, to build a true community of students, parents and teachers, reflecting gospel values. The College motto, Fortiter et Suaviter (Strength and Gentleness) is lived daily in all interactions. There is emphasis on the individual and the common good in all aspects of College life.</i></p>		
<p>Date Approved</p>	<p>19 November 2019</p>	<p>Policy Owner</p>	<p>Brendan Cahill</p>
<p>Next Review Due</p>	<p>November 2022</p>	<p>Author</p>	<p>Jackie Wood</p>
<p>Scope</p>	<p>This Policy applies to all members of the College community, including Board members, workers, staff, students, parents/carers, spectators, contractors, volunteers and visitors</p>		
<p>References</p>	<p>Related Documents</p> <ul style="list-style-type: none"> • Student Protection Documents • Behaviour Management Policy – Students • Privacy Policy • Code of Conduct Policy • Conflict of Interest Policy • Complaints Policy – Students/Parents/Carers • Enrolment Agreements (College and Sporting Club/Association) • Queensland College of Teachers Professional Boundaries • Australia Sports Commission Code of Conduct • https://www.sportaus.gov.au • www.schoolsportaustralia.edu.au/ • www.sportandrecreation.nsw.gov.au/sportrage 		
<p>Contact</p>	<p>office@brigidine.qld.edu.au</p>		



1. Purpose

At Brigidine College, we seek to provide a safe, fair and inclusive environment for everyone who participates in sport as part of their College experience. This includes providing a positive and enriching sporting environment that promotes their participation and development in sport.

Brigidine College is committed to safeguarding everyone involved in sport including children, parents, workers, volunteers, spectators, umpires, referees and anyone else involved in sport. Accordingly, the College requires the highest possible standards with respect to safeguarding children and others from harm. To that end, the College has developed these Codes of Conduct to identify and prevent behaviour that may be harmful to children and young people in sport. In addition, the College and all sporting participants are required to abide by the relevant sports policies, procedures and codes of conduct.

2. Appropriate Behaviours

The Brigidine College Code of Conduct outlines the key principles on which the schools, team players, coaches and staff, spectators and parents should base their sporting involvement.

Our codes of conduct are underpinned by the following core values:

- To act within the rules and spirit of the sport
- To display respect and courtesy towards everyone involved in sport and prevent discrimination and harassment
- To prioritise the safety and well-being of people involved in sport
- To report any behaviour which is breach of this code and to help prevent the abuse of children in sport
- To encourage and support opportunities for participation in all aspects of our sport

3. Roles and Responsibilities

The College will:

- aim to adhere to all rules and regulations of the sport
- be a good and welcoming host to other schools
- be respectful of all traditions and rules when visiting host schools and other sporting venues
- ensure that all staff, coaches and volunteers are suitably qualified to work with children in sport
- take action against any inappropriate behaviours, including bad language, abuse and poor sportsmanship. This behaviour may result in the offending person (student/parent/carer/visitor/worker/spectator etc) being removed from the competition. The duration of the removal will be at the discretion of the College and/or the sporting competition governing body

Team Members will:

- observe the highest standards of sportsmanship at all times
- perform to the best of their ability at all times
- accept without question the decisions of umpires/referees/officials
- shake hands at the completion of all matches
- give three cheers for the other teams and the umpires/referees/officials at the conclusion of matches
- be gracious in victory and defeat
- participate according to the competition rules and regulations
- respect all participants in the game and treat them courteously. This includes fellow team members, opponents, umpires/referees/officials and spectators

Coaches and staff will:

- place the safety and welfare of children above all else
- show concern and provide assistance as appropriate to sick/injured players.
- follow advice from medical practitioners/first aiders when determining when a player can return to the game/training
- aim to adhere, to the Guiding Principles, Rules and Regulations, Policies and Rules for their particular sport
- obtain appropriate qualifications and keep up to date with the latest coaching practices and the principles of growth and development of young players
- carry out their duties to the best of their ability
- conduct themselves as appropriate role models for students and maintain the highest standards of personal conduct
- accept responsibility for their actions and decisions
- observe the highest standard of ethics and promote these high standards amongst their team members, spectators and officials
- act to eliminate offensive, discriminatory, humiliating and intimidating behaviour from any person
- never ridicule or yell at players for making a mistake or not winning
- be reasonable in my demands on players' time, energy and enthusiasm
- avoid overplaying the talented players and understand that the average players need and deserve equal time
- obtain appropriate qualifications and keep up to date with the latest coaching practices and the principles of growth and development of young players
- promote the highest standards of sportsmanship and conduct amongst their athletes and teams
- encourage and expect their players to adhere to the highest behavioural standards
- show appreciation for a good performance by any athlete in an appropriate and encouraging manner
- accept without question the decisions of umpires and officials
- allow all players to play to their ability and will ensure that all players have an equal opportunity to participate in the game
- respect all participants in the competition and treat them courteously. This includes coaches and staff, all players, umpires, spectators and officials
- encourage and expect College spectators to demonstrate respectful and courteous conduct
- follow the correct procedure for dealing with a protest or non-adherence to the rules and regulations

Code of Conduct - Sport



- provide opportunities for players to be involved in planning, leadership, evaluation and decision-making related to their activity
- create pathways for players to participate, not just as a player but also as a coach, referee, administrator and will ensure quality supervision and instruction for players
- remember that players participate for their enjoyment and benefit. Awards will not be over-emphasised
- help coaches and officials highlight appropriate behaviour and skill development, and help to improve the standards of coaching and officiating
- ensure that everyone involved in sport emphasises fair play, and not winning at all cost
- not arrive at the venue intoxicated/under the influence of drugs or drink alcohol
- not allow the unlawful supply of alcohol at training, games or functions
- not use bad language, nor will I harass players, coaches, officials or spectators
- respect the rights, dignity and worth of all people involved in the game, regardless of their gender, ability or cultural background
- promote adherence to anti-doping policies

Other individuals will:

Other individuals include supporters, parents/carers, siblings and any other individual who is present at games or is involved in the sport in any way. These individuals will:

- conduct themselves as appropriate role models for students and maintain the highest standards of personal conduct
- observe the highest standard of ethics and promote these high standards amongst others
- act to eliminate offensive, discriminatory, humiliating and intimidating behaviour from any person
- not pressure children in any way
- promote the highest standards of sportsmanship and conduct amongst athletes and teams
- encourage and expect their child/ren to adhere to the highest behavioural standards
- show appreciation and applaud good performance by any team/athlete (including the opposition) in an appropriate and encouraging manner, regardless of the score
- accept without question the decisions of umpires and officials
- respect all participants in the competition and treat them courteously. This includes coaches and staff, players, umpires, spectators and officials
- Thank officials/umpires/referees for their time and input into the competition
- encourage and expect College spectators to demonstrate respectful and courteous conduct
- where possible, volunteer to help when the call is made for assistance
- follow the correct procedure for dealing with a protest or non-adherence to the rules and regulations
- not arrive or be intoxicated/under the influence of drugs while at training/games
- not allow the unlawful supply of alcohol at training, games or functions
- not use bad language, nor will I harass players, coaches, officials or spectators
- respect the rights, dignity and worth of all people involved in the game, regardless of their gender, ability or cultural background
- promote adherence to anti-doping policies



4. Non-Compliance

Breaches of this policy will be considered misconduct and appropriate action will be taken by the College. In addition to any internal disciplinary proceedings, the College will notify the policy or other agencies where there is a reasonable suspicion that an unlawful activity has taken place.

There may be exceptional situations where these guidelines do not apply, for example, in an emergency situation. However, it is crucial that, where possible, seek College authorisation prior to taking action that contravenes this document or advise management as soon possible after any incident in which these guidelines are breached.

Where the College determines that an individual has failed to comply with this Code of Conduct, appropriate actions will be taken. These actions may include, but are not limited to:

- Excluding the child from participating for a period of time or permanently in the activity
- Removing an individual from the sporting arena/venue for a period of time or permanently
- Disciplinary action, up to and including termination of employment
- Contacting the authorities i.e. the police or other agency
- Other measures as the College/sporting club/association deems appropriate

5. Sexual Misconduct

Under no circumstances is any form of 'sexual behaviour' to occur between, with, or in the presence of children. Engaging in sexual behaviour while participating in sport is prohibited even if the young persons involved may be above the legal age of consent.

'Sexual behaviour' needs to be interpreted widely, to encompass the entire range of actions that would reasonably be considered to be sexual in nature, including but not limited to:

- 'contact behaviour', such as sexual intercourse, kissing, fondling, sexual penetration or exploiting a child
- 'non-contact behaviour', such as flirting, sexual innuendo, inappropriate text messaging, inappropriate photography or exposure to pornography or nudity

Refer to the College's Student Protection documents for further information

6. Behaviour Management

Children participating in sport are to be aware of the acceptable limits of their behaviour so that all participants have a positive experience. However, there are times when workers may be required to use appropriate techniques and behaviour management strategies to ensure the safety and/or wellbeing of participants and others and that a positive, supportive environment exists in sport.

Behaviour management strategies should be fair, respectful and appropriate to the developmental stage of the child/children involved. The child needs to be provided with clear directions and given an opportunity to redirect their behaviour in a positive manner.

Under no circumstances is disciplinary action to involve physical punishment or any form of treatment that could reasonably be considered as degrading, cruel, frightening or humiliating.

Refer to the Behaviour Management Policy - Students

7. Adhering to professional role boundaries

Individuals must not act outside the confines of their duties when involved in sporting activities.

Workers must not:

- provide unauthorised transportation
- engage in activities with children outside the scope of their role
- provide any form of support to a child or their family that is unrelated to the sport
- seek contact with children (or former participants) outside sport
- accept an invitation to attend any private social function at the request of a child (or their family) who has participated, or is participating in sport
- form a one-on-one relationship with a child. This includes via social media, electronically or in hard copy form eg text messages or notes/letters
- be alone with a child and should avoid one-to-one unsupervised situations with children and (where possible) must conduct all activities and/or discussions with children with other adults.

Where a worker becomes aware of a situation in which a child requires assistance that is beyond the confines of the worker's role, or beyond the sporting environment, they should undertake any or all of the following at the earliest opportunity:

- refer the matter to an appropriate contact person within the College
- refer the matter to a support agency
- refer the child to an appropriate support agency
- contact the child or young person's parent or guardian if appropriate to do so
- seek advice from College leaders

Refer to the Code of Conduct – Employees

Refer to Student Protection documentation

8. Uniform and/or Name Badge

Workers representing the College must wear their uniform and/or name badge only while involved in sporting activities of the College and while travelling to/from work.

9. Use of language and Tone of Voice

Language and tone of voice used in the presence of children should:

- provide clear direction, boost their confidence, encourage or affirm them
- not be harmful to children – in this respect, avoid language that is:
 - discriminatory, racist or sexist
 - derogatory, belittling or negative
 - intended to threaten or frighten
 - profane or sexual

10. Supervision

Individuals who are responsible for supervising children engaged in sport must ensure that participants:

- engage positively with sport
- behave appropriately toward one another
- are in a safe environment and are protected from external threats

Supervising adults are required to avoid one-to-one unsupervised situations with children and (where possible) must conduct all activities and/or discussions with children with other adults.

11. Use of electronic or online communications

Wherever possible, workers should copy parents/carers with email and text messages sent to a child.

Where a parent/carer is not included in the communication:

- Restrict such communication to issues directly associated with the sporting activity, such as advising that a scheduled event is cancelled
- Limit the personal or social content in such communications to what is required to convey the service-related message in a polite, friendly manner. Do not communicate anything that a reasonable observer could view as being of an inappropriate or sexual in nature
- Do not use such communication to promote unauthorised 'social' activity or to arrange unauthorised contact
- Do not request a child or young person to keep a communication a secret from their parents
- Do not communicate with children using internet chat rooms or similar forums such as social networking sites, game sites or instant messaging

All persons are required to ensure appropriate monitoring of children when using the College's electronic communication equipment to ensure that they do not inadvertently place themselves at risk of abuse or exploitation via social networking sites, gaming sites or through web searches, or inappropriate email communication.

12. Giving gifts

Giving of gifts by all persons to children is subject to obtaining prior authorisation from the College. Parents/carers should be made aware of any gift given to their child.

13. Photographs, Video Footage, Social Media, Publications

Refer to the College's Privacy Policy for further information.

Who Takes Photos/Images?

The College

The College may take images, including film footage and photographs, of students and of other individuals. The purpose of taking these images is to communicate College and student events and achievements and to showcase work undertaken by students. This information may also be used for College marketing, advertising and fundraising. Images/footage may be published in hard copy and/or soft copy formats and/or on social media.

Other Individuals

Other individuals taking images of children at sporting events usually do so for acceptable reasons and use appropriate methods.

Rules and Guidelines

The general rule is that where a sport or sporting activity is taking place in a public place it is legal for anyone (including parents) to take pictures of sporting activities without permission. It may constitute an offence if a photo is deemed indecent, provocative, offensive or voyeuristic, defamatory, if used for commercial purposes or protected by a court order.

For private property (eg sporting clubs/grounds, school, council property) the general rule is that permission is required and restrictions on photography can be imposed.

Prohibition on Taking Photos/Footage

Any equipment that can take an image – video footage/photograph, including video cameras, still cameras etc, must not be taken into a change room / toilet / warm up area. A mobile phone may be taken into these areas if used only as a phone, it must not be used to record/take images.

Pre-performance/game team or individual photos must be taken away from the warm-up area.

External venues may prohibit the taking of images. This requirement must be adhered to by any person associated with the College.

If anyone has a reasonable concern that a person (adult or child) is taking photos that are indecent or in areas such as changing rooms/toilets, the police should be contacted.



Publishing Images/Footage

Where a member of the College community is intending to publish an image of another individual, they should consider the impact of publishing the images (could they be deemed offensive/illegal, could they cause harm now or in the future to an individual's reputation, do they publish personal information eg full names). If so, it may be appropriate to reconsider publishing these types of images. Guidelines include:

- Do obtain consent where appropriate
- Do not publish identifiers eg name, school, location, hobbies
- Do ensure that photos are posed/positioned modestly if the sport involves unusual body positions or minimal clothing eg swimming/gymnastics
- Do not widely distribute images/footage
- Do store images/footage securely

Parents/carers consent to the College taking and publishing images of the student and/or their work at the time of enrolment. Where this consent is to be revoked by the parent/carer, the College must be notified in writing. The College will then take all reasonable steps to ensure that the student is no longer photographed/videoed by the school. The student must be notified of this new arrangement and must also ensure that she steps aside when photos/videos are being taken.

Any images published online can be copied and redistributed without the knowledge of the person uploading it. Once published, the College will take reasonable steps but may not be able to retrieve/delete images if consent is withdrawn after the image has been published.

14. Physical contact with children and young people

Any physical contact with children and young people must be appropriate to the delivery of the sport, such as when fitting sporting equipment and based on the needs of the child (such as to assist or comfort a distressed young person).

Under no circumstances should any person have contact with children that:

- Involves touching:
 - of genitals
 - of buttocks
 - of the breast area
 - that is other than as part of delivering medical or allied health services
- would appear to a reasonable observer to have a sexual connotation
- is intended to cause pain or distress to the child
- is overly physical (for example, wrestling, horseplay, tickling or other roughhousing)
- is unnecessary (for example, assisting with toileting when a child does not require assistance)
- is initiated against the wishes of the child, except if such contact may be necessary to prevent injury to the child/young person or to others, in which case:
 - physical restraint should be a last resort;
 - the level of force used must be appropriate to the specific circumstances, and aimed solely at restraining the child or young person to prevent harm to themselves or others; and
 - the incident must be reported to management as soon as possible.

All persons are required to report to the College any physical contact initiated by a child that is sexual and/or inappropriate, for example, acts of physical aggression, as soon as possible, to enable the situation to be managed in the interests of the safety of the child, workers and other individuals.

15. Overnight stays and sleeping arrangements

Overnight stays are to occur only with the prior approval of the College Principal and the parents/guardians of the children involved. Practices and behaviour by all persons involved during an overnight stay must be consistent with the practices and behaviour expected by the College at all other times.

Standards of conduct that must be observed by all persons involved during an overnight stay include:

- providing children and young people with privacy when bathing and dressing
- observing appropriate dress standards when children are present
- not allowing children to be exposed to pornographic material, for example, through movies, television, the Internet or magazines
- not leaving children under the supervision or protection of unauthorised persons such as hotel staff or friends
- not involving sleeping arrangements that may compromise the safety of children such as unsupervised sleeping arrangements, or an adult sleeping in the same bed as a child
- the right of children to contact their parents, or others, if they feel unsafe, uncomfortable or distressed during the stay
- parents expecting that their children can, if they wish, make contact

16. Change Room Arrangements

All persons involved are required to supervise children in change rooms while balancing that requirement with a child's right to privacy. In addition:

- avoid one-to-one situations with a child in a change room area
- all persons are not permitted to use the change room area to, for example, undress, while children and young people are present
- all persons need to ensure adequate supervision in 'public' change rooms when they are used
- all persons need to provide the level of supervision required for preventing abuse by members of the public, adult service users, peer service users, or general misbehaviour, while also respecting a child's privacy
- female personnel are not to enter male change rooms and male personnel are not to enter female change rooms



17. Use of, possession or supply of alcohol or drugs

Under no circumstances or at any time, including while on overnight stays, will any worker, or accompanying parent/guardian:

- use, possess or be under the influence of an illegal drug
- use or be under the influence of alcohol
- be incapacitated by any other legal drug such as prescription or over-the-counter drugs
- supply alcohol or drugs (including tobacco) to children

Use of legal drugs other than alcohol is permitted, provided such use does not interfere with your ability to care for children involved in our service.

18. Transporting children

Children and young people are to be transported only in circumstances that are directly related to the activity being undertaken. The most direct route shall be taken and no unapproved stops or side-trips will be taken unless directed by emergency services eg in the case of road closures or in the event of an emergency i.e. a toilet stop is needed.

Children will generally be transported to and from activities by College bus or externally hired buses. Other forms of transport may be utilised from time to time, including public transport.

On rare occasions, children may be transported in private vehicles by College teachers/coaches. In this event, the parent/carer will be contacted in advance in writing to obtain permission (eg electronic formats may be used such as email, SMS/text). If permission is not granted, the parent must make alternative arrangements for the transportation of the child or the child will not be able to participate in the activity.

Where a parent/carer is required to take a child to an activity or collect a child from an activity, they must do so at the specified times. The College has a duty of care to ensure the safety of the child and will ensure that a member of staff waits with the child until the child is collected. Should this become a regular occurrence, parents/carers will be advised that their child's participation may be jeopardised. From time to time, a parent/carer may provide explicit permission for a College worker (eg teacher/coach) to return the child to the normal location at the end of the activity. Under no circumstances will a worker take a child to an alternative location, even if requested by the parent/carer.

Parents/carers often 'car-pool' with other families or have others transport their child. This is a personal decision for the child's parents/carers. Any communication from the College will continue to be with the nominated parent/carer.

Where a person, other than a College worker, will be transported with a child, the parent/carer will be notified of the details of the person.

19. Communication

This Code of Conduct will be placed on the College web site.



20. Monitoring and Review

This document will be reviewed every two years. Some circumstances may trigger an early review, this includes but not limited to legislative changes, organisational changes, incident outcomes and other matters deemed appropriate by the College. We retain records of each review undertaken. Such records may include minutes of meetings and documentation of changes to policies and procedures that result from a review.

Revision History

Document Number	Date	Revision Description	Board Approval
Version 1	November 2019	Original Version	

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