



ARTISTIC SWIMMING NEW ZEALAND

Code of Conduct for
Athletes, Coaches, Judges,
Parents and Officials

Explanatory Foreword

The purpose of this Code of Conduct is to encourage fair, ethical treatment of all people and teams that come under the umbrella of Artistic / Synchronised Swimming New Zealand (SSNZ). Some sections of the Code will be more applicable to some people and groups than others.

All persons will agree to abide by the SSNZ Code of Conduct and acknowledge that any breach of the Code of Conduct, or any part of it, may result in disciplinary action under the SSNZ Constitution, Regulations and Policies. The following Code of Conduct is formed under New Zealand Synchro Swimming Values.

Respect, Enjoy, Teamwork and Strong Spirit

and applies to all SSNZ members and people participating in SSNZ activities e.g.

- At competitions as an athlete, coach, judge, manager, official, volunteer, parent or supporter.
- In travelling teams
- Talent Development Squad camps and activities
- At Board Meetings or other Regional Club Meetings

As a SSNZ member and/or participant you should meet the following requirements with regard to your conduct during any SSNZ-sanctioned activity:

- Respect the rights, dignity, identity and value of others
- Respect the Treaty of Waitangi
- Be fair, considerate and honest in all dealings with others
- Be professional in, and accept responsibility for your actions
- Make a commitment to giving to the best of your abilities in whatever role you play
- Be aware of, and maintain, an uncompromising adherence to standards, rules, regulations.
- Operate within the Constitution, Regulations, Policies and Procedures of SSNZ and FINA
- Abide by the Sports Anti-Doping Rules (as amended from time to time by Drug Free Sport NZ)
- Understand the possible consequences of breaching the SSNZ Code of Conduct
- Immediately report any breaches of SSNZ members to the appropriate authority
- Comply with any and all applicable national or local legislation
- Refrain from any form of abuse towards others
- Refrain from using any obscene language
- Refrain from any form of harassment towards others
- Refrain from any form of discrimination towards others
- Refrain from any form of victimisation towards others
- Reject corruption, drugs, racism, violence and other dangers to our sport
- Promote the interests of synchronised/artistic swimming
- Provide a safe environment for the conduct of activity in accordance with relevant SSNZ policy
- Show concern and caution towards others who may be sick or injured
- Be a positive role model
- To not provide comment to any media on behalf of Synchro Swim New Zealand
- To not engage to any media including social media in a negative way regarding Synchro Swim New Zealand
- Never act in any way that may bring disrepute or disgrace to Synchro Swim New Zealand members, its stakeholders and/or its sponsors, potential sponsors and/or partners
- Do not participate (or benefit from assisting others involved) in sports betting or gambling

activity associated with synchro and/or synchro swimming results in which you are participating or have been directly involved in

Synchro Swim New Zealand expects all members, supporters, advisors, staff and associates to abide by the Code of Conduct and uphold the principles and values of our organisation. Members should recognise that at all times they have a responsibility to a duty of care to all Synchro Swim New Zealand members.

In addition a Team Manager will:

- Agree to abide by the Code of Conduct and is responsible for the tone of the tour/camp, including team discipline, morale and unity.
- Ensure that the use of foul or obscene language or gestures is prohibited in a team or public environment.
- Exhibit a high standard of social behaviour.
- Be responsible for the overall welfare and wellbeing of team members and officials when travelling with a team, or during a camp.
- Maintain a 'duty of care' towards team members and be accountable for the management of the team.
- Have a sound working knowledge of SSNZ Constitution, Regulations and Policies, and ensure that the conduct of the affairs of the team is in accordance with these and or any other policies and guidelines determined by SSNZ.
- Foster a collaborative approach to the management of the team and with the Team Coach/es to ensure decisions and messages are consistent and communication with the team members is open and smooth.
- Conduct themselves in a sportsmanlike manner, and ensure they, the team and coaches respect all i.e. swimmers, coaches, managers, staff, officials, and the achievement of opponents, and not do anything, or omit to do anything which brings their club, SSNZ, the sport of Artistic / Synchronised Swimming, the squad into disrepute.
- Club Team Managers while on tour, will:
 - Manage the club dress code for the team - including what uniform items to wear.
 - Not possess, consume, administer or dispose of by any means any prohibited substances of any kind, according to the rules of SSNZ, Aquatics New Zealand, FINA, WADA, the IOC, the NZOC, and DFSNZ.
 - Not possess, consume, administer, purchase or dispose of by any means, any alcoholic liquor, except in appropriate circumstances.
 - In the event of suffering injury or illness which might affect the role and duties of Team Manager, prior to the assembly of the team, or during the competition, undertake to advise their club chair immediately.

In addition a Coach will:

- Agree to abide by the Code of Conduct
- Respect the rights, identity, dignity and worth of every individual athlete as a human being and:
 - Treat everyone equally regardless of gender, ability, ethnicity or religion.
 - Respect the talent, developmental stage and goals of each athlete in order to help each athlete reach their full potential.

- Maintain high standards of integrity.
- Operate within the rules of the sport and in the spirit of fair play, while encouraging athletes to do the same.
- Advocate a sporting environment free of drugs and other performance enhancing substances within the guidelines of the New Zealand Sports Drug Agency.
- Not disclose any confidential information relating to athletes without written prior consent.

Be a positive role model for the sport and the athletes and act in a way that projects a positive image of coaching:

- Provide all athletes with equal attention and the opportunities they deserve.
- Ensure the time spent with their athletes is a learning experience.
- Be fair, considerate and honest with athletes.
- Encourage and promote a healthy lifestyle, refrain from smoking, drinking alcohol and engaging in poor lifestyle choices around athletes.

Show professional responsibility:

- Display high standards in language, manners, punctuality, preparation and presentation
- Display control, courtesy, respect, honesty, dignity and professionalism to all involved within the sphere of our sport - this includes other teams, coaches, judges, officials, board members, administrators, the media, parents and spectators. Encourage their athletes to demonstrate the same qualities.
- Be professional and accept responsibility for their actions.
- Refrain from initiating a relationship with an athlete and also discourage any attempt by an athlete to initiate a sexual relationship with them, explaining the ethical basis of the refusal.
- Accurately represent personal coaching qualifications, experience, competence and affiliations.
- Refrain from criticism of other coaches and officials.

Make a commitment to providing a quality service to their athletes:

- Seek continual improvement through ongoing coach education and other personal and professional development opportunities.
- Provide athletes with planned and structured training programmes appropriate to their needs and goals.
- Seek advice and assistance from professionals when additional expertise is required.
- Maintain appropriate records.

Provide a safe environment for training and competition:

- Adopt appropriate risk management strategies to ensure that the training and/or the competition environment is safe.
- Ensure equipment, rules, training, facilities and the environment are safe and appropriate for the age, physical and emotional maturity, experience and ability of the athletes.
- Show concern, caution and support towards sick and injured athletes.
- Be aware of SSNZ policies particularly around hypoxia, concussion, health and safety and vulnerable children, and adhere to these.
- Allow further participation in training and competition only when appropriate.
- Encourage athletes to seek medical advice when required.
- Provide a modified training programme where appropriate.
- Maintain the same interest and support toward sick and injured athletes.

Protect athletes from any form of personal abuse:

- Refrain from any form of verbal, physical and emotional abuse towards athletes.
- Refrain from any form of sexual and racial harassment, racial vilification and harassment on the grounds of disability.
- Ensure that any physical contact with athletes is appropriate to the situation and necessary for the player's skill development.

- Be alert to any forms of abuse directed towards athletes from other sources while in their care.

In addition an Athlete will:

- Agree to abide by the Code of Conduct.
- Respect the rights, identity, dignity and worth of every individual.
- Never argue with or verbally abuse a team member, official, judge or coach. Always use the appropriate rules and guidelines to resolve a dispute.
- Observe the Laws and Rules of Artistic / Synchronised Swimming.
- Accept loss with dignity.
- Conduct yourself in a sporting manner and respect fellow athletes, coaches, managers and officials and the achievement of other competitors.
- Not bully or take unfair advantage of another competitor.
- Cooperate with their coach, manager, teammates and opponents.
- Refrain from possessing and/or consuming prohibited substances while in NZAS camps or on tours.
- When away on camps, travelling or being billeted, ensure your living space is kept tidy and that you respect the environment/ s you are staying at.
 - Be respectful and use manners to host families and hosts
 - Support and assist with daily tasks when asked
- Not consume or purchase alcohol and tobacco while in camps or on tours.
- Comply with training, competition, curfew and behaviour requirements, directed by Team Managers, while in camp or on tours.

In addition a Judge/ Official will:

- Agree to abide by the Code of Conduct.
- Respect the rights, identity, dignity and worth of every individual
- Be consistent, objective and courteous when making decisions.
- Officiate in a fair, safe manner that ensures spectator enjoyment and athlete safety.
- Know the rules of the sport and their interpretations thoroughly.
- Provide constructive feedback and encourage all participants.
- Condemn unsporting behaviour and promote respect for all opponents.
- Emphasise the spirit of competition rather than the errors.
- Encourage and promote rule changes, which will make participation more enjoyable.
- Be a good sport yourself.
- Keep up to date with the latest trends in officiating and the principles of growth and development of young people.
- Remember, you set an example. Your behaviour and comments should be positive and supportive.
- Set aside your own bias. It is important to treat everyone fairly regardless of their gender, ability, cultural background or religion or what they wear or look.
- Keep all appointments assigned to and accepted by them.
- Conduct yourself in a way that is ethically and morally beyond reproach.
- Support fellow officials.

- Grant athletes and coaches dignity and self respect.
- At competitions:
 - Synchro Swim New Zealand acknowledges that while judges attend competitions and may have a connection to a club, once at the competition any domestic allegiance is put aside, and judges are expected to judge to the best of their ability, without feeling any pressure from the club or administration. Any situation which a judge feels is inappropriate, particularly relating to pressure or expectations from members of other clubs' teams should be made known to the referee, to be dealt with promptly.
 - The use of foul or obscene language or gestures is prohibited in a Team or public environment.
 - An exemplary standard of social behaviour will be maintained.
 - Will conduct yourself in a sportsman-like manner and respect fellow swimmers, coaches, managers, staff, officials and the achievement of opponents, and not do anything, or omit to do anything which brings NZAS, the sport of Artistic / Synchronised Swimming into disrepute.

In addition a Parent or Guardian will:

- Agree to abide by the Code of Conduct.
- Respect the rights, identity, dignity and worth of every individual.
- Remember that children participate in sport for their own enjoyment, not the parents.
- Encourage children to participate and not force them.
- Focus on the child's efforts and performance rather than on winning or losing.
- Encourage children always to compete according to the rules and to settle disagreements without resorting to hostility or violence.
- Never ridicule or yell at a child for making mistakes or losing a competition.
- Remember that children learn best by example.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Respect officials' decisions and teach children to do likewise.
- Show appreciation for coaches, officials and administrators.

Competition Protocols:

- Parents and family who are present at the pool as spectators, are not permitted to be involved with the swimmers on the pool deck at any time .
- Parents and family must not communicate directly with an official if they have a query. Any queries as to results must be communicated to the Team Manager who will take the matter to the Referee or Meet Manager.
- Refrain from negative discussions of the performance and behaviour of all athletes, coaches and officials.
- If there are any concerns the appropriate communication channels should be used where the Team Manager communicates to the Referee and or Meet Manager with regards to the issue and then together next steps will be worked through.
- Feedback from judges is possible, but requests must be **only** from coaches.

Any queries should follow the communication pathways below:

- Club level must be directed to the Coach and or club committee
- SSNZ level - please communicate to the Board Chair

- Meet level - please communicate to the Team Manager, Meet Manager/ Referee as appropriate.

Remember to work through issues when they are small and explain why it is a concern .

Synchro Swim New Zealand expects all clubs, employees, members, officials, administrators, coaches, athletes, and parents or guardians to understand the possible consequences of breaching the Code of Conduct and ensure that they abide by the Code.

If there is a Breach:

Any serious breaches of this Code of Conduct or persistent violations of any aspect of the Code of Conduct, by any of the above may result in a discipline review. If this within a club environment the review would be conducted by the club committee/ Board. If at a national or provincial meet this would be conducted by SSNZ in association with the Meet Manager and Meet Referee if appropriate.

PENALTIES - NOT A FINITE LIST

- Issue a written warning;
- Direct that the person to attend counselling to address their behavior as a condition of their membership;
- Withdrawal of any awards, placings, records, activities or events sanctioned by Synchro Swim New Zealand;
- Require an apology, or order reparation or compensation to any affected person;
- Removal from a team or squad, and immediate return to NZ if applicable;
- Non availability for selection to a team or squad for a specified period;
- Suspension from participation in any event or programme undertaken by Synchro Swim New Zealand or any of its members for a finite period;
- A total ban from the sport for a period;
- A financial penalty;
- Financial recompense for any damage caused to property;
- Enforce any sanction imposed by the IOC, FINA or the Sports Tribunal of New Zealand in addition to any sanction of its own which it thinks appropriate in the circumstances;
- Termination or suspension of appointment (i.e. manager or coach);
- Other reasonable penalties as deemed appropriate.

Acknowledgements:

FINA, Swimming New Zealand, Football Federation NZ, and Sport NZ

Acknowledgement of Receipt of Code of Conduct

I _____ (name) Date:

acknowledge that I have received a copy of the Code of Conduct issued

I have read and understood my obligations under the Code of Professional Responsibility.

I have read the code Yes / No

I understand the obligations required Yes / No