

SMFSC Code of Conduct

Purpose

The purpose of this Code of Conduct is to outline the expectations of the Streetsville Meadowvale Figure Skating Club (SMFSC) with regards to providing a safe sport environment in which all individuals and groups are treated with respect and dignity in an environment valuing diversity, equity, and inclusion.

This document is written with Skate Ontario's Code of Conduct as a guiding document. All individuals will be aware that Skate Ontario maintains a zero-tolerance policy, with the expectation of appropriate behaviour consistent with Skate Ontario's vision, mission and values.

Application

This Code of Conduct applies to all SMFSC members, including board and committee members of SMFSC, athletes (skaters) and their parents and guardians, and SMFSC Coaches.

Applying this Code of Conduct extends to all SMFSC business and activities, including but not limited to meetings, practices, training camps, travel as a member of SMFSC, competitions, and any SMFSC-related business. This Code of Conduct may also apply to activities outside of those listed where conduct is deemed, at the sole discretion of the SMFSC Board, to be detrimental to the image or reputation of SMFSC and/or its members. This Code of Conduct applies to communication conducted through social media, email, and written correspondence and is to be read in conjunction with SMFSC's Social Media Guidelines.

Responsibilities

It is expected that all SMFSC members have a responsibility to:

- a. Demonstrate respect to all individuals and groups, which includes:
 - i. Acting, when appropriate, to prevent or correct unjustly discriminatory practices.
 - ii. Demonstrating the spirit of sportsmanship, sport leadership and ethical conduct.
 - iii. Avoid public criticism of any stakeholder and, when necessary, use appropriate channels to communicate concerns.
- b. Ensure the adherence to the rules of the sport.
- c. Refrain from any behaviour that constitutes harassment, where harassment is defined as a negative comment or conduct directed towards an individual or group which is offensive, abusive, racist, sexist, degrading or malicious as defined in Skate Ontario's Harassment Policy.
- d. Respect the property of others and not willfully cause damage.
- e. Adhere to all federal, provincial, municipal, and applicable host country laws.
- f. Always comply with the SMFSC By-laws, policies, procedures, rules, and regulations as adopted and amended by the SMFSC Board from time to time; and
- g. Promote the sport of figure skating in a positive and constructive manner.

Board and Committee Members

In addition to the responsibilities set out above in this Code of Conduct, Board and committee members are obligated to:

- a. Be familiar with SMFSC's bylaws and policies, Skate Ontario, and Skate Canada policies.
- b. Be aware of any conflicts of interest and place the interests of SMFSC ahead of any interest they may have in any individual or other organization.
- c. Respect and support all decisions made by the Board/committee whether they may have had a dissenting opinion.
- d. Unless otherwise authorized by the President or Vice-President of the SMFSC, refrain from speaking publicly in a matter which may be perceived as a formal representation of the SMFSC.
- e. Maintain confidentiality on all matters discussed during meetings (including votes) except as disclosed in the minutes of any such meeting or as otherwise made public.
- f. Not engage in activities or accept appointments or elections to an office in any organization whose activities are likely to conflict with the SMFSC.

Coaches

In addition to the responsibilities set out above in this Code of Conduct, coaches are obligated to:

- a. Be familiar with and conduct oneself in accordance with the standards of Skate Ontario and any other applicable governing body and accept responsibility for delivering coaching services in a safe and professional manner.
- b. Maintain membership in good standing with Skate Ontario.
- c. Be familiar with and abide by the Skate Ontario Accreditation and Events Policy and all on-site security protocols.
- d. At all times, accurately represent one's technical, educational, and professional credentials and resumes.
- e. Negotiate all contracts accurately and in good faith and invoice only for services rendered (not anticipated).
- f. Understand that a coach becomes the base coach of an athlete from the moment the athlete contracts that coach, whether individually or in a group. Other coaches must initiate any discussion about an athlete's training only through the base coach. A coach may not solicit, or cause an athlete to be solicited.
- g. Respect that a coach may respond directly to athletes or parents/guardians who approach them to inquire about their services, experience, qualifications, and philosophy/methods.
- h. Respect the fact that an athlete/parent/guardian has the right to contract the services of another coach to replace or supplement an athlete's instruction.
- i. Be a positive role model and demonstrate the characteristics of respect, courtesy, honesty, integrity, fairness, and dependability.
- j. Encourage athletes to learn and uphold the rules of the sport.
- k. Maintain the best interests (always including physical and emotional) of each individual athlete and not disadvantage one skater to promote another.

- l. Communicate regularly with the athlete and their parents/guardians with regards to realistic goals and progress as well as any other matters concerning the athlete's participation in the sport.
- m. Help resolve issues that are brought to their attention at the coaching level and bring them to the SMFSC Board or committee when no resolution is available.
- n. Participate in any self-promotional activities that do not violate other clauses of this Code of Conduct.

Athletes

In addition to the responsibilities set out above in this Code of Conduct, athletes are obligated to:

- a. An athlete representing the SMFSC on a team or in a competition or other activity shall:
 - i. Report in a timely manner, any injury or medical condition that would affect their performance or ability to compete, travel or train.
 - ii. Appear on time, well-nourished with clothing and equipment as required, to participate to the best of their ability.
 - iii. Accurately represent oneself when applying for entry to a competition, training camp or other activity.
 - iv. Dress in a presentable manner representative of the SMFSC**, the focus being on neatness, cleanliness, and discretion. Designated clothing, if applicable, must be worn when travelling to and from a competition. ****Coaches have absolute discretion to determine what may or may not be worn on the ice.**
- b. Athletes shall always comply with any contracts or athlete agreements executed by the SMFSC, or Skate Ontario – either by the athlete or on their behalf.
- c. Athletes shall keep confidential any such information about fellow athletes or others gained through skating activities.
- d. Athletes shall comply with the Ice Safety Rules (Appendix A) and the Helmet Policy (Appendix B) to this Code of Conduct.

Parents/Guardians and Spectators

In addition to the responsibilities set out above in this Code of Conduct, Parents/Guardians and Spectators are obligated to:

- a. Be respectful and supportive of all athletes, coaches, officials, volunteers, and staff.
- b. Accept and respect the decisions and judgements of the officials and encourage athletes to do the same.
- c. Encourage athletes to obey all rules and regulations, have respect for others and appropriately resolve any conflicts pursuant to SMFSC and Skate Ontario's Dispute Resolution and Reporting Policy.
- d. Adhere to the 24-hour rule, where no communication to the SMFSC Board, committee, or coach is sent until 24 hours after an incident that they want to discuss.
- e. Adhere to the ice safety rules (Appendix A) with this code of conduct.

- f. Stress the importance of participation and remember that athletes are involved for their own enjoyment and development and not for any other purpose.
- g. Maintain a supportive and constructive atmosphere for others.

Social Media

Members should use social media respectfully and responsibly when posting about SMFSC. Do not post offensive, rude, false, or private information. Do not argue, attack others, or pretend to speak for SMFSC.

Always get permission before posting photos, videos, or personal information about members, coaches, volunteers, or others. Follow all laws, including copyright, privacy, and anti-discrimination rules.

Official club accounts may only be managed by approved SMFSC representatives, and they should be used professionally.

Dispute & Resolution

SMFSC is committed to providing a safe, fun, and supportive environment for all athletes, coaches, and families. All members are required to adhere to the Code of Conduct and treat others with respect and dignity.

Concerns regarding behaviour or alleged breaches of the Code of Conduct will be addressed in accordance with the SMFSC Dispute Resolution Policy.

Concerns involving harassment, abuse, bullying, or any matter that may involve physical or psychological harm must be reported through Skate Canada Safe Sport at <https://www.skate-safe.ca> or 1-833-723-3758.

Appendix A – Ice Safety Rules

SMFSC requests that parents review these Ice Safety Rules / Code of Conduct with their athletes. These rules support safe ice flow and help maintain a safe training environment for athletes and coaches.

Parents/Guardians Responsibilities include:

- a. Parents/Guardians shall always remain at the rink for athletes under the age of 10.
- b. Bring your athlete to all sessions on time. Please advise your athlete's coach if you are going to be late or absent.
- c. Spectators, including parents/guardians of skaters, may watch quietly from the stands or seating area.
- d. Refrain from coaching or offering instructions to your athlete(s) during practices. Athletes and Coaches find this distracting and this distraction affects the ice flow and may cause injury to your, or other athlete(s).
- e. Speak to your athlete's coach after a session if you have any concerns.

Athlete Responsibilities Include:

- a. All Coaches are always in charge on the ice. Failure to follow and listen to this may lead to the athlete being asked to leave the ice.

- b. All athletes must remain alert to their surroundings. Please be aware of other athletes around you.
 - i. Watch for athletes coming in an opposite direction, doing jumps and spins, working on footwork, moves and dance patterns and avoid blocking them.
 - ii. Spins should be practiced between the two blue lines. This allows room at the ends of the rink for jumps and for other athletes to move around the spinning skaters.
 - iii. When practicing routines, athletes must learn to move around the other athletes and still perform their routines successfully.
 - iv. Athletes give right away to whoever is performing to music and to those who are in a lesson with a coach.
- c. *Experienced/Older Athletes*: Please be thoughtful to other less experienced athletes as they do not have the experience or skill to always know when or how to get out of the way.
Less Experienced/Younger Athletes: To support more advanced athletes, please keep moving during your practice time. Ensure to watch where you are going, keep your head up and eyes forward.
- d. Do not stand or talk on the ice. When not in motion, remain by the boards and help keep the ice surface and jumping corners clear.
- e. Chasing, following, or pushing of any kind is not permitted.
- f. Athletes must quickly get up after falling unless injured, to not endanger others on the ice.
- g. All athletes must quickly leave the ice and remove all personal items from the rink area at the end of the session.

Appendix B – Helmet Policy

All SMFSC members must adhere to the helmet policy as adopted by Skate Ontario.
<https://skateontario.org/wp-content/uploads/2018/05/Helmet-Use-Policy.pdf>.

Skaters will not be permitted to enter or remain on the ice without an approved helmet.

It is the participant's responsibility to have all required equipment. We do not provide helmets, and participants will not be allowed on the ice without an approved helmet.

This policy will be reviewed periodically by the Board of Directors.

Last Updated / Effective Date: April 2026