

## PART B: ROLE-SPECIFIC CODES OF BEHAVIOUR

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### **B1 General Members'/Volunteers' Code of Behaviour**

As a member of Judo SA or a member club or a person undertaking a role within Judo SA, an individual is required to comply with the Judo SA member protection policy. Such individuals or clubs must meet the following requirements in regard to conduct during any activity held or sanctioned by Judo SA, the Judo Federation of Australia Inc. or a member club:

1. Respect the rights, dignity and worth of others.
2. Be fair, considerate and honest in all dealing with others.
3. Be professional in, and accept responsibility for, your actions.
4. Make a commitment to providing quality service.
5. Be aware of, and maintain an uncompromising adherence to, Judo SA and the Judo Federation of Australia Inc.'s standards, rules, regulations and policies.
6. Operate within the rules of the sport including national and international guidelines which govern Judo SA, the Judo Federation of Australia Inc. and member clubs.
7. Do not use your involvement with Judo SA or the Judo Federation of Australia Inc. or a member club to promote your own beliefs, behaviours or practices where these are contrary to those of the sport of Judo or governing authorities.
8. Demonstrate a high degree of individual responsibility at all times and especially when dealing with persons under 18 years of age.
9. Avoid unaccompanied and unobserved activities with persons under 18 years of age, wherever possible.
10. Refrain from any form of harassment of others.
11. Refrain from any behaviour that may bring Judo SA, the Judo Federation of Australia Inc. or a member club into disrepute.
12. Provide a safe environment for the conduct of the activity.
13. Show concern and due care towards others who may be sick or injured.
14. At all times be a positive role model.

**15. Understand the repercussions if you breach, or are aware of any breaches of, this code of behaviour.**

### **B2 Directors' Code of Behaviour**

Directors of the Judo SA Committee of Management and sub-Committees are required to act competently, honestly, in good faith and in what they consider to be the best interests of Judo SA. If Directors fail to satisfy any of these duties, they may be liable to compensate members of Judo SA or third parties who suffer loss as a result of that failure.

The role of the COM and its directors is to give direction to the organisation and to accept responsibility for its management. In addition the COM is responsible for the setting of the ethical framework for the organisation and defining and nurturing the organisation's fundamental values.

In addition to Judo SA's General Code of Behaviour, each director must meet the following requirements in regard to conduct during any activity held by or under the auspices of Judo SA or the Judo Federation of Australia Inc:

1. Act honestly and in good faith in the interests of Judo SA.  
Directors are given broad discretions to manage Judo SA's business under the Constitution of Judo SA, to which this duty of good faith must apply.
2. Exercise the degree of care, skill and diligence that a reasonable person in a like position under Common Law would be expected to demonstrate.  
The following are key principles that should be applied in this endeavour:
  - take reasonable steps to place themselves in a position to guard and monitor the management of Judo SA;
  - acquire a working knowledge of the fundamentals of the business of Judo SA;
  - keep informed about the activities of Judo SA and assess the safety and properness of the business practices of management;
  - generally monitor Judo SA affairs and policies on a regular basis.
  - maintain a familiarity of the financial status of Judo SA by regularly reviewing the financial statements; and
  - make enquiry into matters revealed by the financial statements which call for enquiry.
3. Exercise powers granted honestly and for the purposes for which they were conferred.
4. Avoid any actual or potential conflict between the obligations and duties owed to Judo SA and a director's personal interest or other duties.
5. Keep confidential, information obtained by virtue of your position on the COM..
6. Do not make unauthorised disclosure or use of Judo SA information.
7. Disclose advantages or business opportunities, acquired in the course of office.
8. Prevent insolvent trading by Judo SA.  
All COM members share equal responsibility to monitor the financial health of the organisation. COM members should never defer to the Treasurer's or Finance Committee's views without first considering the issue themselves. A director should ensure that they are provided with sufficient financial information to ascertain whether Judo SA can pay its debts. If there is any doubt, the views of the company's auditor or other suitably qualified persons should be obtained.
9. Establish the organisation's strategic direction by developing Judo SA's strategic plan.  
All operational plans should be consistent with the strategic direction and strategic plan.
10. Have a broad appreciation of the risks facing the organisation and the likelihood of their occurrence together with the potential impact of these should they occur.
11. Provide clear guidance to staff and volunteer members on:
  - what is required of them in the particular role
  - key strategic issues
  - their role and responsibilities in implementing the key result areas of the strategic plan
  - reporting and accountability expectations and requirements
  - all terms and conditions of employment
12. Present Judo SA and the sport of judo in a positive and ethical manner.

### **The President and Executive**

While all COM members bear equal responsibility for the decisions and operations of the COM, there are practical leadership and organisational roles that should be undertaken by the President, Vice President, Secretary and Treasurer.\*\* include in glossary

The President acting in conjunction with the Executive, should identify the issues of significance to the COM, provide the right environment for consideration of those issues and ensure that all directors have the opportunity to put their views and have them considered. A carefully structured COM meeting must deal with routine matters quickly and efficiently, allowing time for attention to

key areas of responsibility such as accountability, strategic thinking, monitoring and policy issues.

### **Rights of Directors and elected COM Members**

In order to satisfy their responsibilities Directors and elected COM members have a right to:

- receive or access information from management or staff through the appropriate channels, in a timely manner
- receive truthful information and responses from staff and other persons or groups to whom authority has been delegated
- access professional advice
- have their views heard by fellow COM members
- have the business of the COM conducted in a respectful and professional manner.

### **B3 Coaches' Code of Behaviour**

In addition to Judo SA's General Code of Behaviour, a coach must meet the following requirements in regard to conduct during any activity held or sanctioned by Judo SA or a member club and in the role as a coach appointed by Judo SA or a member club:

1. Competently generate and attend regular training sessions.
2. Do not tolerate acts of aggression.
3. Provide feedback to players and other participants in a manner sensitive to their needs.
4. Recognise players' rights to consult with other coaches and advisers. Cooperate fully with other specialists (for example, sports scientists, doctors and physiotherapists).
5. Treat all players fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic ability and mental capability, colour, sexual orientation, religion, political beliefs, socio-economic status and other conditions.
6. Encourage and facilitate players' independence and responsibility for their own behaviour, performance, decisions and actions.
7. Involve the players in decisions that affect them.
8. Encourage players to respect one another and to expect respect for their worth as individuals regardless of their level of play.
9. Ensure that the tasks and/or training requirements are suitable for age, experience, ability, and physical and psychological conditions of the players.
10. Ensure any physical contact with players is appropriate to the situation and necessary for the player's skill development.
11. Be acutely aware of the power that you as a coach develop with your players in the coaching relationship and avoid any sexual intimacy with players that could develop as a result.
12. Avoid situations that could be construed as compromising or illegal.
13. Actively discourage the use of performance enhancing drugs, and the use of alcohol, tobacco and illegal substances.
14. Do not exploit any coaching relationship to further personal, political or business interests.
15. Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
16. Know and abide by rules, regulations and standards, and encourage players to do likewise. Accept both the letter and the spirit of the rules.
17. Be honest and ensure that qualifications are not misrepresented.

### **B4 Officials' Code of Behaviour**

In addition to Judo SA's General Code of Behaviour, an official must meet the following requirements in regard to conduct during any activity held or sanctioned by Judo SA or the Judo Federation of Australia Inc. or a member club and in the role as an official appointed by Judo SA or the Judo Federation of Australia Inc or a member club:

1. Be fully aware of and follow the Policies and Procedures associated with the role performed.
2. Ensure that the safety and welfare of the players/participants is paramount.
3. Accept responsibility for all actions taken.
4. Act in an open, fair and impartial manner in all discussions and interactions.
5. Avoid any situation which may lead to a conflict of interest.
6. Be proactive in managing any issue/situation that contravenes the set codes of behaviour.
7. Respect the rights, dignity and worth of fellow players, coaches, officials and spectators

### **B5 Players' Code of Behaviour**

In addition to Judo SA's General Code of Behaviour, a player must meet the following requirements in regard to conduct during any activity held or sanctioned by Judo SA or the Judo Federation of Australia Inc. or a member club and in the role as a player/participant in any activity held by or under the auspices of Judo SA, the Judo Federation of Australia Inc. or a member club:

1. Respect the rights, dignity and worth of fellow players, coaches, officials and spectators.
2. Do not tolerate acts of aggression.
3. Respect the talent, potential and development of fellow players and competitors.
4. Care for and respect the equipment provided to you as part of your program.
5. Be frank and honest with your coach concerning illness and injury and your ability to train fully within the program requirements.
6. At all times avoid intimate relationships with your coach.
7. Conduct yourself in a professional manner relating to language, temper and punctuality.
8. Maintain high personal behaviour standards at all times.
9. Abide by the rules and respect the decision of the official, making all appeals through the formal process and respecting the final decision.
10. Demonstrate an honest attitude and positive work ethic toward training and training requirements.
11. Cooperate with coaches and staff in the development of training programs.

### **B6 Parents'/Guardians' Code of Behaviour**

A parent/guardian of a player/participant in any activity held by or under the auspices of Judo SA or a member club, must meet the following requirements in regard to conduct during any such activity or event:

1. Respect the rights, dignity and worth of others.
2. Remember that the child participates in sport for his/her own enjoyment, not that of their parents or guardians.
3. Focus on the child's efforts and performance of the sport rather than winning or losing.
4. Never ridicule or abuse your child and other children for making a mistake or losing a competition.
5. Show appreciation for good performance and skilful play by all participants.
6. Demonstrate a high degree of individual responsibility at all times especially when dealing with or in the vicinity of persons under 18 years of age
7. Respect officials' decisions and teach children to do likewise.
8. Do not physically or verbally abuse or harass anyone associated with the sport (player, coach, umpire and so on).
9. Respect the rights, dignity and worth of every young person regardless of their gender, athletic ability, mental capability, cultural background, social economic status or religion.
10. Be a positive role model.
11. Understand the repercussions if you breach, or are aware of any breaches of, this code of behaviour.

## **B7 Spectators' Code of Behaviour**

A spectator in any activity held by or under the auspices of Judo SA or a member club must meet the following requirements in regard to conduct during any such activity or event:

1. Respect the decisions of officials and teach young people to do the same.
2. Never ridicule or scold a young player for making a mistake. Positive comments are motivational.
3. Condemn the use of violence in any form, whether it is by other spectators, coaches, officials or players. Any incidents should be reported to the Judo SA Management or the appropriate authority.
4. Do not use violence, harassment or abuse in any form toward anyone.
5. Respect the rights, dignity and worth of every person involved in the sport.