



Code of Conduct – Team Member and Officials

Version	Endorsement/ Review Date	Summary of Changes
v1.0	21/11/2018	Endorsed by the HA Board at the 21 November 2018 meeting.

Related Documents

- National Member Protection Policy v4.0 30/10/16 (see Attachment B1 Handball Australia Code of Behaviour)
- HA Position Statement on Alcohol and Other Drugs v1.0 20/6/18
- EOI Training Squad or Team Selection Form v1.2 1/10/17
- National Player Selection Policy v 12/10
- HA Procedure to Determine Code of Conduct Breaches v1 21/11/18

Scope

This policy applies to all team members and officials. This includes athletes, coaches, managers, medical personnel, officials and other volunteers.

Any references to Australian Handball Federation (AHF) and Handball Australia are to be taken to mean the same organisation.

Purpose

The *Code of Conduct – Team Member and Officials* (the Code) outlines the expected standards of behaviour when you are representing our State or Australia in any event whether played in Australia or overseas. You should read it in conjunction with other relevant policies, such as the *National Member Protection Policy*. It sets a standard of behaviour that helps to build our culture and ensures that you understand the expectations and responsibilities you hold while also giving clear indication of the penalties for transgressions.

As a team member or official you must always act with dignity and respect towards host organisations and countries, Australia, Handball Australia, the team, team management, team family members, and the sport of handball. Inappropriate behaviour reflects poorly on you and the organisations and people you represent.

Roles and Responsibilities

Athletes and Parent/Carer of Athletes (under the age of 18)

- As an athlete you are responsible for reading, understanding and complying with all applicable policies and standards of behaviour. You must sign an agreement to the Code which will be retained by the team manager.
- As the parent/carers of an athlete under the age of 18 you must read the Code, ensure your child is aware and understands the contents of the Code and co-sign the agreement.

Coaches and Managers

As a HA appointed coach or team manager, you are responsible for reading, understanding and complying with all applicable policies and standards of behaviour. You are also responsible for:

- ensuring athletes and team officials are aware of the Code and the consequences of breaching the Code or other applicable policies and standards of behaviour
- ensuring signed agreements are received from all team members, parents/carers and officials.
- encouraging a culture that supports compliance with the Code
- investigating, actioning and reporting any Code breaches in accordance with the *HA Procedure for Determining Code of Conduct Breaches* and the *National Member Protection Policy*.

Code of Conduct

Performance in Your Role

As an athlete or team official you must:

- play or perform your duties to the best of your ability and be accountable for your performance
- abide by the rules, respect referee decisions without argument and encourage others to do the same
- approach game officials appropriately. If the team has a concern or does not understand a consistent refereeing decision, the team captain or coach may respectfully and calmly approach the official during a break or after the competition to seek rule clarification
- avoid verbal or physical abuse which is also not permitted under the International Handball Federation (IHF) rules
- consider the needs of all athletes who are preparing for/in competition and make sure you behave in a manner which will not disrupt or negatively impact on their performance.

Show Respect for People

As an athlete or team official you must always treat everyone with respect and:

- never bully, insult, harass, or discriminate against others on any grounds including: sex, marital status, pregnancy, age, race, ethnic or national origin, physical or intellectual impairment or sexual preference. This can also be an offence under the *Anti-Discrimination Act 1977*.
- do not harass or discriminate on the grounds of political or religious conviction or gender
- do not display verbal or non-verbal aggression
- do not use abusive, threatening or derogatory language
- do not physically abuse or intimidate others
- show compassion and consideration to injured and ill athletes

Social Media & Media

As an athlete or team official you must:

- be prepared and professional in any media interviews and remember you are representing HA and could be in view of a public that extends beyond Australia
- be respectful of others and do not comment or post text or images using any social media that

may be discriminatory, harassing, offensive, obscene (including pornography), defamatory, inciteful of hate, bullying, abusive or threatening.

- not comment or post material on any social media that may cause damage to HA's reputation or bring it into disrepute. Complaints should be made through appropriate channels in accordance with the *National Member Protection Policy*.
- be respectful of other athletes or team officials and avoid posting content that is embarrassing to an individual or that could be perceived as placing an individual in a negative or false light.

Attendance and Tardiness

As an athlete or team official you must:

- be on time for all organised events, including transport, team meals, meetings, trainings games and functions unless otherwise detained by official duties. You are responsible for familiarising yourself with the schedule for all events.

As an athlete you must:

- never leave the team group unless permission has been granted from team management
- always ensure team management and your room-mates are informed of your whereabouts and be contactable.

Accommodation

As an athlete or team official you must:

- be a considerate guest in your accommodation. Always conduct yourself in an appropriate manner being aware of language, noise level, and any impositions on other guests (especially when waiting in common areas)
- obey all reasonable directions given by any staff member of the team accommodation.
- report any accidental damage to accommodation staff and team management
- not vandalise or deliberately and recklessly damage property (you may be found to be financially liable for this damage)
- leave the accommodation tidy and accessible for cleaning
- take personal responsibility for your valuables
- respect the right to privacy of everyone in all areas of the accommodation.

As an athlete you must:

- seek approval from team management for any visitors
- not leave your accommodation or assigned room after any team management imposed curfew.

Alcohol and Drugs

As an athlete or team official you must read, understand and comply with the *HA Position Statement on Alcohol & Other Drugs*. This includes restrictions that apply with respect to alcohol and other drugs and includes, but is not limited to, the following:

- you will not use illegal or illicit substances
- you will observe local laws in relation to alcohol and other drugs
- you are not permitted to be present at the event venue, in the official team hotel or other designated team locations if you are intoxicated and displaying conduct which may be inappropriate or disruptive to others
- as an athlete, you will not consume alcohol or other illicit drugs, while in any identifiable component of the national team uniform (including tracksuit jackets).

Team Tour Travel

As an athlete or team official you must:

- cooperate with chaperones, team management, travel personnel, airline attendants, bus drivers, tour guides, hotel personnel, and staff regarding behaviour
- respect the rights of other travellers.

Uniform

As an athlete or team official you must:

- wear your uniform when representing HA at locations and events specified by team management (including games, training, travel and team or official events)
- conduct yourself in a manner consistent with this Code whenever wearing merchandise with the HA logo or the Commonwealth of Australia Coat of Arms.

Team Specific Requirements

As an athlete you must comply with any further team/tournament requirements advised to your team by team management.

Breaches of the Code of Conduct

Athletes and team officials are expected to conduct themselves in a manner which is consistent with this Code, the National Member Protection Policy, team agreements and other policies.

Athletes and team officials who do not meet the requirements outlined in this Code or other relevant policies will initially meet with team management (unless the allegation is against a member of team management). The behaviour will be discussed and managed in accordance with the *Procedure for Determining Code of Conduct Breaches* and the *National Member Protection Policy*. Where a breach is found to have occurred, team management will take appropriate action to address the behaviour and this may include: education, a warning, loss of playing time or game suspensions.

Where significant breaches of the Code or other relevant policies occur, team management must report this to HA who will manage the report, investigation and outcome in accordance with the *Procedure for Determining Code of Conduct Breaches* and the *National Member Protection Policy*.

Where the breach involves a member of team management, this must be reported to HA for investigation and management.

Code of Conduct – Declaration of Understanding and Compliance

Agreement

I have read and agree to comply with the *Team Member and Officials Code of Conduct*, the *National Members Protection Policy*, the *Position Statement on Alcohol and Other Drugs* and other relevant policies, standards and team agreements.

I will always follow the instructions of the team management group and HA accompanying officials. I/we understand that the safety and welfare of the group is of the most importance.

I acknowledge that any breach may result in me being removed from the team or squad, excluded from further games in the tournament or excluded from future participation in a team or squad. In extreme cases, breaches may result in me being sent home from a tour or camp, at my own expense or at the expense of my parent/carer (which may include costs for an accompanying adult) with the case being referred to HA who will manage the report, investigation and outcome in accordance with the *Procedure for Determining Code of Conduct Breaches* and the *National Member Protection Policy*.

Name & signature			Date	
Team/Squad Name:				
Tour Departure Date:		Tour Return Date:		

Parent/Carer Agreement

As the parent/carer of the above athlete who is under the age of 18, I declare that I have read and understood the *HA Code of Conduct – Team Member and Officials*. I acknowledge that I have discussed the contents of the Code, the *National Member Protection Policy*, the *Position Statement on Alcohol and Other Drugs* and other relevant policies, standards and team agreements with the above athlete. I am confident he/she understands the requirements.

I further agree to pay any resultant costs incurred if the above athlete is found to have breached any of the relevant policies, standards and team agreements.

Parent/carer name & signature (if player under 18)			Date	
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Please complete the above form, sign and return to the relevant team manager.