

SCA Code of Conduct - for SCA Members, Staff and Volunteers

The purpose of the Code of Conduct is to create and maintain an environment in which members, staff and volunteers can go about the Association's business free from discrimination, harassment, bullying and other unacceptable behaviour.

The Code of Conduct:

- Sets out the standards required by SCA as a condition of membership, employment or appointment.
- Applies to all members, staff and volunteers, irrespective of their membership type, job or appointment.
- Is intended to guide behaviours in the sport and to remind all involved in the sport and the SCA not to take any action that could impact on or harm the sport or the SCA.

Relevant policies include the SCA Equality Policy and the Anti-Bullying and Anti-Harassment Policy. Please see SCA website for details of these policies.

Members/Employees/Volunteers are expected to exercise their own judgement (which should be made in such a way as to be reasonably justified) to meet the requirements of the code and seek advice if in doubt.

You Should:

- Respect the rights, dignity and worth of others without regard to their age, sex, gender identity, disability, marital or civil partnership status, pregnancy or maternity, religion, race, ethnic origin, nationality, colour, socioeconomic status or sexual orientation.
- Treat others with respect so that they are able to enjoy their sport without the threat of intimidation, victimisation, harassment or abuse.
- Conduct yourself with consideration for the safety, comfort and welfare of others.
- Behave with discretion when discussing individuals and avoid publicly criticising them in a way which they may find demeaning.
- Abide by other SCA and BCU policies such as the Code of Ethics, Code of Conduct for Coaches and SCA guidelines concerned with protecting the environment.
- Respect the opinions and decisions of those in a position of leadership and/or responsibility.
- Report discrimination in whatever form it takes.
- Shall promote the reputation of the sport in Scotland and take all possible steps to prevent it from being brought into disrepute.

You Should Not:

- Behave in any way which involves or could be construed as abuse of any kind, whether it be sexual, physical, emotional, neglectful or bullying.
- Disclose or authorise to be disclosed, or use for personal gain or to benefit a third party, confidential information except with the permission of the SCA, or as required by legislation.
- Misrepresent or withhold information relating to SCA activities, systems or services (unless lawfully bound by a duty of confidentiality not to disclose such information), or take advantage of the lack of relevant knowledge or inexperience of others.
- Publish, or cause to be published, comments about any ongoing SCA disciplinary process.
- Do anything which adversely affects the sport in Scotland or the SCA.

Breaches of the Code of Conduct

Any breach of this Code of Conduct should be notified to the SCA General Secretary. The SCA General Secretary shall be entitled to take such steps as he sees fit to monitor compliance and/or investigate any alleged breach of this Code of Conduct and all members, clubs and associates shall co-operate with the same. Any alleged breach will be considered under the SCA Disciplinary procedures.

Refer to the SCA website www.canoescotland.org for details of other SCA Policies and the SCA Articles of Association.

The Articles of Association contain the following sections concerning conduct - and the processes for dealing with unacceptable conduct:

11.2 The Board shall have power to prohibit any act or practice by individual Members, clubs or associate members or other organisations under its jurisdiction which in the opinion of the Board is or was detrimental to the interests of the sport and recreation of canoeing and kayaking and to inflict penalties for any infringement of the rules of the Association and, in particular, shall have powers to delegate to a disciplinary sub-committee the powers of the Board to deal with discipline in terms of this article.

11.3 All Members in whatever category of membership, whether as individuals or as members of a club or associate or corporate group, shall be bound not only to observe the rules and regulations made or published under the authority granted in these Articles but also any codes of conduct, disciplinary procedures and the rules as to discipline and the anti-doping programme and rules in accordance with these Articles.

11.4 The Board shall maintain a disciplinary policy for handling any complaints regarding the conduct of any Member, person or organisation coming within the categories in the preceding sub-clauses, which shall be made available to the Members via the SCA web-site or other mechanism as shall from time to time be considered appropriate.

11.5 Under the said disciplinary policy the Association or any disciplinary sub-committee appointed under this Article 11 may uphold or dismiss the complaint, suspend, expel or disqualify any Member, person or organisation or impose such other penalty whether financial or otherwise as it considers fit.