

## Code of conduct

A code of conduct states the behaviours expected from staff, participants, volunteers, officials, athletes, and others involved with the event. It helps people to recognise and be aware of what is acceptable and unacceptable behaviour and the consequences if the code of conduct is not followed.

The code of conduct functions both as a preventive and response measure. As a preventive measure it helps establish a clear standard for the required behaviour. It clarifies the possible consequences of failing to comply. This reduces the likelihood of poor practice arising.

As a responsive measure, the code of conduct helps everyone recognise inappropriate behaviour and report individuals who may have done something not allowed. The code of conduct supports the organisation to investigate, manage wider risk and, if appropriate, act when someone has failed to comply.

There is no one-size-fits-all for a code of conduct and it can differ in content and approach based on the sport, event and procedure.

Some sample codes of conduct are:

### 'Workforce and volunteers'

#### Introduction and scope

This code of conduct sets out the behaviour and conduct expected of the workforce and volunteers (hereon referred to as the participants). This policy is to promote the highest standard of conduct, wellbeing and safety at the games.

This code of conduct is not to replace but to supplement similar rules or policies in place for the workforce to ensure the highest standard of conduct applies during the event.

This code of conduct applies to all the games' workforce and volunteers accredited to the games and who are bound by and required to comply with this code of conduct.

#### Standards

##### A. *All the participants must:*

1. Treat everyone involved in the games – including their peers, staff, volunteers and athletes – with respect and dignity.
2. Put the best interests of children first.

3. Demonstrate good behaviour by not using abusive or foul language, and by not harassing other participants, athletes, the athlete entourage team, fans or anyone else associated with the games.
4. Respect and deliver on the duty of care towards athletes and an enhanced duty of care towards young athletes and children engaged in the games.
5. Recognise their individual and collective responsibility to create an environment where all athletes, staff, volunteers and spectators/fans feel safe and their wellbeing is promoted.
6. Strive to be positive role models and display the highest standard of personal behaviour, including not smoking or drinking in front of children and young athletes.
7. In a supervisory or managerial role, ensure safe induction and supervision of volunteers/staff, including regular briefing and sharing of safeguarding protocols.
8. Ensure safe dispersal of fans and spectators from the game venue before closing or vacating the venue.

**B. All the participants must not:**

1. Discriminate or do anything that might discriminate against or insult someone based on their nationality, ethnic origin, religion, culture, disability, age, gender, sexual orientation, gender expression, education, colour, political opinion or any other improper ground.
2. Engage in (or encourage others to engage in) bullying, harassing, humiliating, belittling or derogatory or demeaning remarks to or about any of the participants, athletes, athlete entourage team, officials or people associated with the games. This includes on social media and other online forums.
3. Make any sexual comments or advances whether in person, through a third party or using technology that are unwanted, offend, intimidate or humiliate others.
4. Make sexually suggestive comments or remarks, even in fun.
5. Carry or consume alcohol or any unlawful substances at any games venues, official transport, games events, accommodation or the games village.
6. Consume alcohol or any other substance which may affect the performance of your role and behaviour in the workplace.
7. Engage in any transactional sex; being the exchange of money, goods, employment or services for sex or sexual favours.
8. Do things of a personal nature that a young athlete or person with disability can do for themselves, such as changing clothes or using the shower.
9. Engage in rough, physical or sexually provocative games with anyone associated with the event.
10. Swear or use abusive language or gestures towards anyone, including fans and spectators.
11. Engage in any form of inappropriate and non-consensual touching (such as slapping, kicking, shoving, kissing, hugging, fondling breasts, or touching buttocks or genitals).

12. Use physical violence or abuse against anyone engaged in the games, including fans and spectators.
13. Carry out any forms of sexual or emotional abuse or violence against anyone engaged in the games, including fans and spectators.
14. Show pornographic materials to others.
15. Abuse your position of power and trust.
16. Accept any form of bribery, cheating, betting or corruption associated with the sport or games.
17. Encourage or allow a young athlete or adult at risk to attend a private home, hotel room or secluded place where they will be alone with an unauthorised adult.

If you are working in close contact with athletes, especially young athletes under 18 years:

- Always work in an open environment, avoiding private or unobserved situations.
- If any form of physical support is required, it should be provided visibly and preferably with another person present.
- Maintain professional boundaries and do not form intimate relationships.
- If young athletes need to be supervised, always work in pairs with at least one person being of the same gender as the athlete.
- Do not be present in the room when athletes are getting changed.
- Do not use photographic or video equipment in the accommodation venues of any of athletes unless there is prior approval and consent from the relevant officials, including the athlete.

### **Confidential information**

All participants have an obligation to protect confidential and sensitive safeguarding information which they become privy to during delivery of their role at the games.

Some participants may have access to confidential information (including addresses or telephone numbers of colleagues) and should never disclose to or discuss this information with anyone other than the persons authorised to receive it, both during and after their involvement.

### **Duty to report**

Participants must report without delay to the safeguarding team, through one of the reporting channels, any information or incident that comes to their attention or that they experience which might constitute a breach of the code of conduct, or any information that indicates there is a risk of possible harm or abuse.

Participants must ensure that any safeguarding-related rumours are not ignored and reported promptly to the safeguarding team.



When someone is at imminent risk of harm or in danger, call the police or the medical authorities promptly.

**Sanctions**

The following sanctions may be applied in the event of a violation of this code of conduct:

1. Verbal warning
2. Written warning
3. Fine
4. Suspension from carrying out some or all the activities of your role for a given period
5. Revocation of accreditation
6. Expulsion from the event
7. Such other penalty or sanction as may be deemed appropriate

If there is an incident of alleged criminal behaviour or suspected criminal behaviour, then in line with a survivor/victim centred approach, the matter may be reported to the police. I acknowledge that I have read and understood the code of conduct and will adhere to it whilst engaged in the games.

Name: ..... Role: .....

Country: ..... Signature: .....

Date: .....

If you are under 18 years, sign above and include the signature of your parent/guardian below:

.....  
Parent/guardian name

.....  
Parent/guardian signature

.....  
Date



## 'Athletes and athlete entourage team'

### Introduction and scope

This code of conduct sets out the behaviour and conduct expected of the athletes and athlete entourage team (hereon referred to as the participants). This policy is to promote the highest standard of conduct, wellbeing and safety at the games.

This code of conduct is not to replace but to supplement similar rules or policies in place for athletes and their entourage to ensure the highest standard of conduct applies during the games.

This code of conduct applies to all the athletes and athlete entourage team who are accredited to the games and are bound by and required to comply with this code of conduct.

The participants are bound by this code of conduct from the time they arrive in the host country as a games participant to when they complete their role at the games and/or the accreditation has expired.

### Standards

#### **A. All the participants must:**

1. Treat everyone involved in the games – including athletes, team delegation members, technical officials, volunteers and workforce staff – with respect and with dignity.
2. Demonstrate good behaviour by not using abusive or foul language, and by not harassing other participants, technical officials, volunteers and workforce staff or anyone else associated with the games.

#### **B. All the athlete entourage team must:**

1. Respect and deliver on the duty of care towards athletes and an enhanced duty of care towards young athletes (those aged under 18 years).
2. Recognise their individual and collective responsibility to create an environment where all athletes feel safe and their wellbeing is promoted.
3. Strive to be positive role models and display the highest standard of personal behaviour, including not smoking or drinking in front of young athletes.
4. Have in place a valid parental consent (in writing) for young athletes to act in loco parentis<sup>1</sup>, if needed to give permission for the administration of emergency medical treatment.

---

<sup>1</sup> Means in place of parent/s

### **C. All the participants must not:**

1. Discriminate or do anything that might discriminate against or insult someone based on their nationality, ethnic origin, religion, culture, disability, age, gender, sexual orientation, gender expression, education, colour, political opinion or any other improper ground.
2. Engage in (or encourage others to engage in) bullying, harassing, humiliating, belittling or derogatory or demeaning remarks to or about any of the participants, officials or people associated with the games. This includes on social media and other online forums.
3. Make sexual comments or advances whether in person, through a third party or using technology that are unwanted, offend, intimidate or humiliate others.
4. Make sexually suggestive comments or remarks, even in fun.
5. Use a mobile phone or camera in changing rooms, showers or toilets.
6. Carry or consume alcohol or any unlawful substances at any game's venues, official transport, games events, accommodation or the games village.
7. Drink alcohol to excess at a venue other than the ones listed above.
8. Engage in any transactional sex; being the exchange of money, goods, employment or services for sex or sexual favours.
9. Do things of a personal nature that a young athlete or person with disability can do for themselves, such as changing clothes or using the shower.
10. Engage in rough, physical or sexually provocative games.
11. Swear or use abusive language or gestures towards anyone.
12. Engage in any form of inappropriate and non-consensual touching (such as slapping, kicking, shoving, kissing, hugging, fondling breasts, or touching buttocks or genitals).
13. Use physical violence or abuse against anyone.
14. Carry out any forms of sexual or emotional abuse or violence against anyone.
15. Show pornographic materials to others.
16. Berate, bully, ridicule, demean or shout at athletes for their standard of play.
17. Abuse your position of power and trust.
18. Accept any form of bribery, cheating, betting or corruption associated with the sport or games.

### **Duty to report**

Participants must report without delay to the safeguarding team, through one of the reporting channels, any personal experience of harm, or any information or incident that comes to their attention that might constitute a breach of the code of conduct, or any information that indicates there is a risk of possible harm or abuse.



### Sanctions

The following sanctions may be applied in the event of a violation of this code of conduct:

1. Verbal warning
2. Written warning
3. Fine
4. Suspension from carrying out some or all the activities or play as per your role for a given period
5. Revocation of accreditation
6. Expulsion from the games
7. Such other penalty or sanction as may be deemed appropriate

I acknowledge that I have read and understood the code of conduct and will adhere to it whilst participating in the games.

Name: ..... Role: .....

Country: ..... Signature: .....

Date: .....

If you are under 18 years, sign above and include the signature of your parent/guardian below:

.....  
Parent/guardian name                      Parent/guardian signature                      Date