

SQUAD STAFF CODE OF BEHAVIOUR

POLICY STATEMENT

Everyone involved with the Southern Sports Academy (SSA) has the right to feel safe at all times. As a member of SSA it is important to understand that you have the right to be treated in a non-discriminatory way and receive a fair go, as do all other members. You should treat all participants as you would like to be treated yourself. Cooperation with athletes, squad staff and office staff is crucial to success in SSA and sport in general. Squad staff are expected to respect the rights, dignity and worth of all participants regardless of their ability, gender or cultural background. All SSA squad staff are expected to demonstrate good sportsmanship, honesty, integrity and respect for others and be a responsible citizen and community role model.

Squad staff are responsible for ensuring they act in a manner consistent with this Code of Behaviour and in a way that supports SSA's values. It is essential for squad staff to take the time to understand the Code of Behaviour and how it impacts on their responsibilities.

The Code of Behaviour should not be read as a series of rules but rather as a practical guide based on a common sense approach to help squad staff make decisions in line with SSA values. It outlines the behaviour expected of all squad staff.

The emphasis is on taking personal responsibility for actions and using the Code as a guide to assist squad staff when they are faced with an unfamiliar or ambiguous situation. Squad staff are expected to be responsible for decisions made and be prepared to account for their decisions and actions.

EXPECTED BEHAVIOUR

Squad staff are expected to:

- Carry out all duties diligently, impartially, conscientiously and to the best of their ability.
- Deliver integrated and high quality services to SSA programs and in relationships with strategic stakeholders.
- Incorporate fairness and equity in operations and decision-making.
- Always promote the highest behavioural and ethical standards.
- Not discriminate against or harass any person for any reason.
- Where required, regularly monitor and review performance.
- Maintain a respected public profile.
- Ensure that confidential information in their care is kept safe and secure and cannot be accessed by unauthorised people. Any uncertainty as to whether information is confidential or is public knowledge should always be treated as confidential.
- Ensure children's safety, welfare and wellbeing are maintained.
- Declare any conflicts of interest.

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- Deal with every situation consistently, promptly, fairly, without discrimination and with courtesy.
- Be aware of how their own actions and behaviour may be perceived by others and ensure their conduct never results in people feeling threatened, uncomfortable or unable to cope in any environment. This may include sexual advances, comments, racial or religious ‘jokes’ or slurs, or any other conduct that is intimidating or offensive.
- Report any unfair or discriminatory behaviour to SSA Executive Officer (or Board members if required).
- Report any suspected cases of child abuse or neglect or cases where staff believe a child is at risk of being abused or assaulted either to a supervisor or the SSA Executive Officer or Member Protection Information Officer.
- If possible, try to do something to stop unfair or discriminatory behaviour that maybe witnessed.
- Not disclose any confidential information gained whilst at a SSA event unless with the approval of the Executive Officer, a Board member or as required to do so by the law.
- Leave facilities free from litter of other mess.
- Maintain good care of any SSA items in your possession.

UNACCEPTABLE BEHAVIOUR

The following are deemed unacceptable behaviours by SSA squad staff and are grounds for revision of position if undertaken:

- Any form of abuse or grooming.
- Discriminating against, harassing, bullying or making derogatory or demeaning remarks about, or to anyone.
- Making any sexual comments or advances that offend, intimidate or humiliate others.
- Making insulting comments towards someone in relation to their age, race, gender, ability, cultural background, sexuality or religion.
- Squad staff entering bedrooms of athletes whilst away at camps/events (except for emergency situations).
- Being in the possession of offensive materials at SSA events.
- Gambling, wagering or betting at or on SSA events.
- Knowingly circulating false or misleading information about any other SSA member.
- Misrepresenting the nature or extent of an injury or illness to participate in (or cause an athlete to participate in) a competition, training camp or other similar activity when such participation is inconsistent with the appropriate medical response to the injury or illness.
- Not respecting all property and facilities utilised by SSA including accommodation, furnishings, uniforms and equipment.
- Not respecting the personal property of other SSA members.
- Borrowing money from SSA athletes.
- Exhibitions of poor sportsmanship (including abuse of officials).

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Note: No policy can address, in specific fashion, all possible situations, which may take place. When this policy does not address a specific behaviour, squad staff are expected to conduct themselves and their activities in a spirit of social responsibility and respect for others.

Whilst SSA staff and squad staff will provide as much supervision as possible in attempting to fulfil their duty of care to athletes, athletes and their parents should be aware that direct 24 hour supervision for all athletes is not always possible. Consequently, all SSA members will be accountable for their own actions at all times whether under direct or indirect supervision of staff.

BREACH OF POLICY

Squad staff members who are found to be in breach of this Code of Behaviour will have their position within SSA reviewed by the Sports Advisory Committee. The Sports Advisory Committee may provide formal warning to the squad staff member or if the matter is severe, the squad staff member may have their position with SSA terminated.

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