

British Columbia Provincial Football Association

Code of Conduct



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1. Policy Objective

- 1.1. The BCPFA Code of Conduct aims to provide a safe, fun, positive, and inclusive environment within BC's football community and all the BCPFA's programs, competitions, events, and activities.
- 1.2. The BCPFA supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all Individuals can safely participate in sport and are treated with respect and fairness.
- 1.3. The Code incorporates the key elements of the British Columbia Universal Code of Conduct (BCUCC) in place at the provincial level, and outlines expected and Prohibited Behaviors of conduct in sport in British Columbia.

2. Definitions

Abuse: includes psychological maltreatment, physical maltreatment, neglect, and/or grooming of vulnerable participants by persons in authority and which can have the following warning signs:

- Recurrent unexplained injuries
- Alert behaviour; child seems to always be expecting something bad to happen
- Often wears clothing that covers up their skin, even in warm weather
- Child startles easily, shies away from touch or shows other skittish behaviour
- Constantly seems fearful or anxious about doing something wrong
- Withdrawn from peers and adults
- Behavior fluctuates between extremes (e.g., extremely cooperative or extremely demanding)
- Acting either inappropriately beyond their age (like an adult; taking care of other children) or inappropriately younger than their age (like an infant; throwing tantrums)
- Acting out in an inappropriate sexual way with toys or objects
- New adult words for body parts and no obvious source
- Self-harm (e.g., cutting, burning or other harmful activities)
- Not wanting to be alone with a particular child or young person

Appellant: the individual, or their representative, who is appealing a decision.



Club (Member): an organization that is a Member of the BCPFA as defined by BCPFA Bylaws

Committee Member: an Individual appointed to a BCPFA Board Committee, Discipline Committee or Operational Committee, as defined by the BCPFA Bylaws.

Complainant: Any individual or Participant who lodges a formal complaint in accordance with this document.

Concussion (sport-related): as defined by the most recent [International Consensus Statement on Concussion in Sport](#), is a ~~traumatic brain injury~~ induced by biomechanical forces.

Concussion Recognition Tool: as defined by the most recent [International Consensus Statement on Concussion in Sport](#), is a method to identify concussion in children, adolescents, and adults. See: <https://coach.ca/sites/default/files/2020-01/CRT5.pdf>

Consent: *Consent* is defined in Canada's *Criminal Code* as the voluntary agreement to engage in the sexual activity in question. The law focuses on what the person was actually thinking and feeling at the time of the sexual activity. Sexual touching is only lawful if the person affirmatively communicated their consent, whether through words or conduct. Silence or passivity does not equal consent. Sexual activity is only legal when both parties consent. The *Criminal Code* also says there is no consent when: Someone says or does something that shows they are not consenting to an activity; Someone says or does something to show they are not agreeing to continue an activity that has already started; Someone is incapable of consenting to the activity, because, for example, they are unconscious; The consent is a result of someone abusing a position of trust, power or authority or someone consents on someone else's behalf. A person cannot say they mistakenly believed a person was consenting if: that belief is based on their own intoxication; they were reckless about whether the person was consenting; they chose to ignore things that would tell them there was a lack of consent; or they didn't take proper steps to check if there was consent. Sexual activity with a Minor is a criminal offence as is sexual activity with a person under the age of 18 years when the other person is in a position of trust or authority.

Director: a Director of the BCPFA Board, as defined by BCPFA Bylaws.

Disclosure: The sharing of information by a Participant regarding an incident or a pattern of Maltreatment experienced by that Participant. Disclosure does not constitute a formal report that initiates a process of investigation to address the Maltreatment.

Discrimination: Differential treatment of an individual based on one or more prohibited grounds which include race, citizenship, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, or disability.

Duty to Report: Concerns Under Child Protection Legislation: A legal duty to report is mandated by law, and the requirement varies by province depending on provincial legislation. Everyone has a duty to report child abuse and neglect under Canadian child welfare laws. Professionals who work with children and youth have an added responsibility to report. Adults are obliged to report child Maltreatment if there is knowledge or suspicion that it is occurring. This is called the "duty to report." Every person in Canada has the duty to report known or suspected child Maltreatment by law. Known or suspected abuse or Neglect of a child must be reported to: local child welfare services (e.g., children's aid society or child and family services agency), or provincial/territorial social service ministries or departments, or local police.

Concerns Outside of Child Protection Legislation: Participants have a duty to report concerns of inappropriate conduct of other Participants to uphold the ethical standards and values of Canadian sport. Reporting inappropriate conduct is important to ensure proper action is taken and expectations are re-established. By addressing inappropriate conduct, a collective responsibility to protect Participants from Maltreatment is enacted.

Employee: as defined by the BC Employment Standards Act.

Fit for Duty: is defined as a physical, mental, and emotional state which enables Workers to perform their job tasks competently and continuously in a manner which does not compromise the integrity of the organization for which they work or create a safety hazard to themselves or others.

Graduated Return to Sport Strategy Guidelines: as defined by the most recent [International Consensus Statement on Concussion in Sport](#).

Grooming: Deliberate conduct by a Participant to sexualize a relationship with a Minor that



involves the gradual blurring of boundaries and normalization of inappropriate and sexually abusive behavior. During the grooming process, the Participant will gain the trust of the Minor and protective adults and peers around the Minor often under the guise of an existing relationship. Manipulation tactics are then used to blur perceptions and gain further access to and private time with the Minor in order to abuse or exploit the Minor. Grooming can occur whether or not harm is intended or results from the behavior. (Grooming is also a prohibited behavior listed under the definition of Maltreatment).

Harassment: A course of vexatious comment or conduct against a Participant or group, which is known or ought reasonably to be known to be unwelcome. Types of behavior that constitute Harassment include, but are not limited to:

- Written or verbal abuse, threats, or outbursts;
- Persistent unwelcome remarks, jokes, comments, innuendo, or taunts;
- Racial harassment, which is racial slurs, jokes, name calling, or insulting behavior or terminology that reinforces stereotypes or discounts abilities because of racial or ethnic origin;
- Leering or other suggestive or obscene gestures;
- Condescending or patronizing behavior which is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
- Practical jokes which endanger a person's safety, or may negatively affect performance;
- Hazing—which is any form of conduct which exhibits any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking individual by a more senior individual, which does not contribute to either individual's positive development, but is required to be accepted as part of a team or group, regardless of the junior-ranking individual's willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate or group member based on class, number of years on the team or with the group, or ability;
- Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing;
- Deliberately excluding or socially isolating a person from a group or team;

- Persistent sexual flirtations, advances, requests, or invitations;
- Physical or sexual assault;
- Contributing to a harmful sport environment, which can include:
- Locations where material that is discriminatory is displayed (e.g., sexually explicit posters and racial/racist cartoons)
- Groups where harassing behavior is part of the normal course of activities
- Behavior that causes embarrassment, awkwardness, endangers a person's safety or negatively affects performance.
- Behaviors such as those described above that are not directed towards a specific person or group but have the same effect of creating a negative or hostile environment; and
- Retaliation or threats of retaliation against a person who reports harassment to the BCPFA

Individual Member: as defined by the BCPFA Bylaws.

Maltreatment: includes Maltreatment related to:

- Psychological Maltreatment – which includes, without limitation, verbal acts, non-assaultive physical acts and acts that deny attention or support
- Verbal Acts - Verbally assaulting or attacking someone, including but not limited to:
- unwarranted personal criticisms; body shaming; derogatory comments related to one's identity (e.g. race, gender identity or expression, ethnicity, Indigenous status, ability/disability); comments that are demeaning, humiliating, belittling, intimidating, insulting or threatening; the use of rumors or false statements about someone to diminish that person's reputation; using confidential sport and non-sport information inappropriately. Verbal Maltreatment may also occur in online forms.
- Non-assaultive Physical Acts (no physical contact) - Physically aggressive behaviors, including but not limited to: throwing objects at or in the presence of others without striking another; hitting, striking or punching objects in the presence of others.
- Acts that Deny Attention or Support - Acts of commission that deny attention, lack of support or isolation including but not limited to: ignoring psychological needs or



socially isolating a person repeatedly or for an extended period of time; abandonment of an Athlete as punishment for poor performance; arbitrarily or unreasonably denying feedback, training opportunities, support or attention for extended periods of time and/or asking others to do the same.

- Physical Maltreatment – includes, without limitation, contact or non-contact behaviors that have the potential to cause physical harm.
- Contact behaviors - Including but not limited to: deliberately punching, kicking, beating, biting, striking, strangling or slapping another; deliberately hitting another with objects
- Non-contact behaviors - Including but not limited to: isolating a person in a confined space; forcing a person to assume a painful stance or position for no athletic purpose (e.g., requiring an Athlete to kneel on a hard surface); the use of exercise for the purposes of punishment; withholding, recommending against, or denying adequate hydration, nutrition, medical attention or sleep; denying access to a toilet; providing alcohol to a Participant under the legal drinking age; providing illegal drugs or non-prescribed medications to a Participant; encouraging or knowingly permitting an Athlete to return to play prematurely following any injury or after a concussion and without the clearance of a medical professional; encouraging an Athlete to perform a skill for which they are known to not be developmentally ready

Sexual Maltreatment – includes, without limitation, any act targeting a person’s sexuality, gender identity or expression, that is committed, threatened or attempted against a person, and includes but is not limited to the Criminal Code Offences of sexual assault, sexual exploitation, sexual interference, invitation to sexual touching, indecent exposure, voyeurism and non- consensual distribution of sexual/intimate images. Sexual Maltreatment also includes sexual harassment and stalking, cyber harassment, and cyber stalking of a sexual nature. Examples include:

- Any penetration of any part of a person’s body, however slight, with any object or body part by a person upon another person, including but not limited to:
 - vaginal penetration by a penis, object, tongue, or finger; and
 - anal penetration by a penis, object, tongue, or finger
 - Any intentional touching of a sexual nature of any part of a person’s body, however slight, with any object or body part by a person upon

another person, including but not limited to:

- kissing;
- intentional touching of the breasts, buttocks, groin or genitals, whether clothed or unclothed, or intentionally touching of another with any of these body parts;
- any contact, no matter how slight, between the mouth of one person and the
- genitalia of another person, and
- making another touch themselves, the Participant, or someone else with or on any of the body parts listed above.
- any intentional touching in a sexualized manner of the relationship, context or situation
- In addition to the criminal acts identified above, the UCCMS prohibits sexual relations between an Athlete above the age of majority (depending upon jurisdiction) and a Participant who holds a position of trust and authority on the basis that there can be no Consent where there is a Power Imbalance. A Power Imbalance that is presumed to exist may be challenged.

Minor: any Individual under the age of majority as determined by the Government of British Columbia.

Neglect – or acts of omission, includes without limitation: not providing an Athlete recovery time and/or treatment for a sport injury; not being aware of and not considering an individual’s physical or intellectual disability; not considering supervision of an Athlete during travel, training or competition; not considering the welfare of the Athlete when prescribing dieting or other weight control methods (e.g., weigh-ins, caliper tests); disregarding the use of performance- enhancing drugs by an Athlete; failure to ensure safety of equipment or environment; allowing an Athlete to disregard sport’s rules, regulations, and standards, subjecting Participants to the risk of Maltreatment.

Grooming – is often a slow, gradual and escalating process of building trust and comfort with a young person. Grooming includes, without limitation, the process of making inappropriate behaviour seem normal and gradually engaging in ‘boundary violations’ which have been professionally-identified to Canadian standards (e.g., a degrading remark, a sexual joke,

Officer: as defined by the BCPFA Bylaws.



Participant: any Individual Member, Director, Committee Member, Employee or Worker of the BCPFA, as well as any individual engaged in activities with or sanctioned by the BCPFA including, but not limited to, Players, temporary Players, visiting Players, coaches, trainers, managers, officials, therapists, medical staff or support personnel, volunteers, parents, guardians, spectators, supporters, and fans.

Person in Authority: any Participant who holds a position of authority within the BCPFA or a Member Club, but not limited to coaches, officials, managers, therapist, medical staff or support personnel, Committee members, Directors, and Officers.

Player: as defined by the Football Canada Rules of Football and includes any Participant subject to the UCCMS and the policies of Football Canada and the BCPFA.

Power Imbalance: A Power Imbalance may exist where, based on the totality of the circumstances, a Participant has supervisory, evaluative, a duty of care, or other authority over another Participant. A Power Imbalance may also exist between an Athlete and other adults involved in sport in positions such as high-performance directors, sport specific health-care providers, sport science support staff, care or support persons, guides or pilots. Maltreatment occurs when this power is misused. Once a coach-Athlete relationship is established, a Power Imbalance is presumed to exist throughout the coach-Athlete relationship, regardless of age, and is presumed to continue for Minor Athletes after the coach-Athlete relationship terminates or until the Athlete reaches 25 years of age. A Power Imbalance may exist, but is not presumed, where an intimate relationship existed before the sport relationship commenced (e.g., a relationship between two spouses or life partners, or a sexual relationship between consenting adults that preceded the sport relationship).

Psychological Maltreatment: Any pattern or a single serious incident of deliberate conduct that has the potential to be harmful to the psychological well-being of the Participant. Psychological Maltreatment includes, without limitation, verbal conduct, non-assaultive physical conduct, and conduct that denies attention or support. Psychological Maltreatment is determined by the objective behaviour, not whether harm is intended or results from the behaviour. (Psychological Maltreatment is also a prohibited behaviour listed under the definition of Maltreatment)

Recognize and Remove: as defined by most recent International Consensus Statement on Concussion in Sport.

Reporting (or Report): The provision of information in writing by any person or a Participant to a



relevant independent authority (the independent person or position, such as a Case Manager, charged with receiving a report and determining next steps) regarding Maltreatment.

Reporting may occur through either:

the Complainant (of any age) or the one who experienced the Maltreatment, or

(a witness – someone who witnessed the Maltreatment or otherwise knows or suspects Maltreatment. In either case, the intention of Reporting is to initiate an independent investigative process, which could result in disciplinary action being taken against the Respondent.

Respondent: The Participant responding to a complaint or, in the case of an appeal, the body whose decision is being appealed.

Vulnerable Participants: Includes Minors and vulnerable adults (people who, because of age, disability or other circumstance, are in a position of dependence on others or are otherwise at a greater risk than the general population of being harmed by people in positions of trust or authority);

Worker: any individual who performs work or fulfils responsibilities for the BCPFA or Member Club which includes any Employee, temporary workers, volunteers, Committee Members, Directors, and independent contractors.

Workplace: Any place where business or work-related activities are conducted. Workplaces include but are not limited to, the registered office(s), work-related social functions, work assignments outside the registered office(s), work-related travel, the training and competition environment, and work-related conferences or training sessions

3. Application and Authority

- 3.1 In accordance the BCPFA's Bylaws, the BCPFA Code of Conduct applies to any Individual Member of the BCPFA and any Director, Officer, or Committee Member of the BCPFA. Additionally, this Code of Conduct applies to all Workers of the BCPFA.
- 3.2 This Code applies to all Participants' conduct during any involvement with BCPFA business, teams, programs, competitions, events, and activities including, but not limited to, matches, practices, training camps, workshops, conferences, any travel associated with BCPFA activities, teams and competitions, the BCPFA office or virtual environment and any meetings concerning BCPFA business.
- 3.3 The BCPFA Code of Conduct applies to all Participants' during any involvement with BCPFA Member Club business, teams, programs, competitions, events, and activities, but not limited to, matches, practices, training camps, workshops, any travel associated with BCPFA Member Club activities, teams and competitions, the BCPFA Member Club's office or virtual environment and any meetings concerning BCPFA Member Club's business.
- 3.4 This Code will also apply outside of BCPFA sanctioned activities or environment when the individual's conduct has a serious and detrimental impact on another individual or could undermine the integrity of football or bring the BCPFA into disrepute.
- 3.5 Any individual who violates this Code may be subject to discipline in accordance with BCPFA Bylaws.

3.6 Any Employee or Worker of the BCPFA found to have violated this Code will be subject to appropriate disciplinary action in accordance with the Employee's employment agreement.

4. Policy Statement

4.1 The BCPFA is committed to creating a fun, positive sport environment that is accessible, inclusive, respectful of all Participants, and is free from all forms of Maltreatment.

4.2 Maltreatment is unacceptable and fundamentally incompatible with the core values that lie at the heart of Canadian sport and football. The commitments expressed below reflect this common understanding amongst Canadian and football stakeholders.

- (a) All Individuals in sport can expect to play, practice, compete, work, and interact in an environment free from Maltreatment.
- (b) All Individuals recognize that Maltreatment can occur regardless of race, sex, gender identity, gender expression, sexual orientation, age, class background, ability, and religion. Moreover, it is recognized that those from marginalized groups have increased vulnerability to experiences of Maltreatment.
- (c) All Individuals recognize that persons who have experienced Maltreatment may experience a range of effects that may emerge at different times and that can profoundly affect their lives.
- (d) Addressing the causes and consequences of Maltreatment is a collective responsibility and requires the deliberate efforts of all Individuals, sport stakeholders, administrators, and leaders.

5. Core Values

5.1 Safety

Safety is the top priority at all times. All adult Participants have a legal duty of care and will take the following actions:



- (a) If you suspect any form of Maltreatment of a Minor, including, but not limited to, Abuse, Neglect and Grooming, report the concern to a child welfare officer by phoning 1-800-663-9122 and then report it to the BCPFA.
- (b) If you suspect an injury might be serious, including but not limited to, psychological distress, immediately seek medical assistance. If medical assistance is not on-site, call 9-1-1.
- (c) If you suspect a Player is showing signs or symptoms of Concussion, immediately remove the Player from physical activity and direct them to seek medical assistance. That individual is not permitted to partake further in any physical activity in that same day.

Furthermore, all Participants are encouraged to:

- (d) Understand, identify, and report Maltreatment or signs of Maltreatment in any form by contacting the local police non-emergency line in BC at 604-717-3321 and then report it to the BCPFA
- (e) Enhance the safe play of football by instilling and upholding a culture of safety, injury prevention and fair play.
- (f) Understand the symptoms of concussion and support the disclosure of those symptoms.
- (g) If you suspect a Participant is physically unwell or needing mental health support, recommend that they speak with their family doctor, or a registered nurse by phoning 8-1-1 or seek one of the many free services available in British Columbia, including Kids Helpline on 1-800-668-6868. If the Participant is a minor, make this recommendation to both the Player and their parent or legal guardian.
- (h) In the case of individual adults who meet the legal drinking age, take reasonable steps to manage the responsible and safe consumption of alcohol at events associated with the BCPFA

5.2 Integrity

Integrity is a core value of football and is upheld through honesty, diligence, and fair play. All Participants will:



- (a) consistently demonstrate the spirit of sportsmanship, sport leadership and ethical behaviour.
- (b) ensure adherence to Football Canada's rules of football and the spirit of those rules.
- (c) promote and uphold football as a Clean Sport by abstaining from the promotion, endorsement, supply or use of non-medical drugs or the use of performance- enhancing drugs. More specifically, the BCPFA adopts and adheres to the [Canadian Policy Against Doping \(CAPD\) in Sport](#). Any infraction under the CAPD shall be considered an infraction of this Code and may be subject to further disciplinary action from the BCPFA. The BCPFA will enforce any penalty enacted pursuant to a breach of the CAPD.
- (d) adhere to all federal, provincial, municipal and host country laws; and
- (e) comply, at all times, with the BCPFA Bylaws, policies, procedures, rules and regulations, as adopted and amended from time to time.

5.3 Respect

Respect is at the heart of our sport and the football community should have a sense of pride for upholding this core value. All Participants have a responsibility to:

- (a) treat others with respect and dignity.
- (b) demonstrate the spirit of sportsmanship, leadership, and ethical behaviour.
- (c) maintain and enhance the dignity and self-esteem of individuals by:
 - i. treating all individuals fairly and respectfully regardless of, including but not limited to, body type, physical characteristics, athletic ability, sex, gender identity, gender expression, ancestry, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability, background, or economic status; and
 - ii. providing comments or feedback that is appropriate and constructive, and refraining from criticism of Players, coaches, officials, organizers, volunteers, Workers, therapists, medical staff and support personnel, or any other Individual Members.
- (d) refrain from any behaviour that constitutes Maltreatment in any form, including online.
- (e) refrain from the use of power or authority in an attempt to coerce another



person to engage in inappropriate activities; and

- (f) respect the property of others and not willfully cause damage.

5.4 Inclusion for All

Football has the power to build communities through teamwork, camaraderie, fostering mutual respect and a sense of belonging which embraces and celebrates individual differences. All Participants have a responsibility to:

- (a) promote the sport of football.
- (b) proactively invite and include all people, regardless, including but not limited to, of body type, physical characteristics, athletic ability, sex, gender identity, gender expression, ancestry, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability, background, or economic status.
- (c) demonstrate respect for the diversity of Participants, and act to correct or prevent practices that are unjustly discriminatory.
- (d) uphold safety for all as the top priority, make or provide modifications to make the BCPFA competitions, programs, and events accessible Players and Participants of all abilities.
- (e) uphold safety for all as the top priority, make or provide modifications or exemptions to facilitate mixed-gender play; and
- (f) uphold integrity as a priority, make or provide modifications or exemptions to facilitate the inclusion of Players from lower socio-economic households.

6. Accountability

6.1 Directors, Committee Members and Workers

Directors, Committee Members and Workers are the privileged keepers of football and must uphold the highest standards of ethical behaviour. Therefore, the BCPFA's Board of Directors, Committee Members and Workers shall:

- (a) provide leadership by demonstrating and promoting the values of football and the key principles of the Code of Conduct through their decisions, actions, and



behaviour. Their behaviour must build and inspire the community's trust and confidence in the BCPFA



- (b) function primarily as a Director, Member of a Committee or Worker of the BCPFA, and not act with self-interest or as a representative of any other organisation.
- (c) act with honesty and integrity and conduct themselves in a manner consistent with the Values of football and the responsibilities of the BCPFA business, including being Fit of Duty when undertaking their responsibilities.
- (d) conduct themselves openly, professionally, responsibly, lawfully and in good faith in service of the BCPFA Constitutional Purpose.
- (e) behave with decorum appropriate to both circumstance and position, and be fair, equitable, considerate, and honest in all dealings with others.
- (f) exercise the degree of care, diligence, thoughtfulness, skill, and time commitment required in the performance of their duties pursuant to the laws under which the BCPFA is incorporated.
- (g) conform to and uphold the Bylaws and Policies approved by the BCPFA, in particular this Code of Conduct, Conflict of Interest Policy, and Privacy Policy.
- (h) refrain from any behaviour that constitutes Workplace Harassment; and
- (i) refrain from any behaviour that constitutes Workplace Violence.

6.2 Directors and Officers of Clubs

Directors & Officers are the privileged keepers of football and must uphold the highest standards of ethical behaviour. Therefore, Directors & Officers of BCPFA Member Organisations shall:

- (a) provide leadership by demonstrating and promoting the values of football and the key principles of the Code of Conduct through their decisions, actions, and behaviour. Their behaviour must build and inspire the community's trust and confidence in football in BC.
- (b) behave with decorum appropriate to both circumstance and position, and be fair, equitable, considerate, and honest in all dealings with others.
- (c) conform to and uphold the Bylaws and Policies approved by the BCPFA, in particular this Code of Conduct.
- (d) refrain from any behaviour that constitutes Workplace Harassment; and



- (e) Refrain from any behaviour that constitutes Workplace Violence.

6.3 Coaches

Coaches have many responsibilities. The Coach-Player relationship is a privileged one and plays a critical role in the personal, mental, and athletic development of the Player. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must not abuse the inherent power imbalance, consciously or unconsciously. Coaches will:

- (a) understand, recognize, and respect the inherent Power Imbalance of the coach-Player relationship, respect the rights of all Participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation and fair and reasonable treatment.
- (b) be Fit for Duty when undertaking their responsibilities.
- (c) act in the best interest of the Player's physical, mental, and emotional well-being.
- (d) ensure the safety of training equipment and the playing environment, select appropriate training activities, provide a Player appropriate recovery time and treatment for injury, and establishing controls that are suitable for the age, gender, body type, experience, ability, and fitness level of the involved Players.
- (e) educate Players, and their parents/guardians, on the symptoms of concussion as per the NCCP Making Headway in Sport
- (f) create a culture of safety by encouraging, prioritizing, and facilitating the disclosure of concussion symptoms to ensure appropriate care is provided to the Player.
- (g) adhere to the Recognize and Remove process, at all training sessions, training camps and matches. If in doubt, sit them out.
- (h) only permit a Player to return to football after a suspected or diagnosed concussion, who has followed a Graduated Return to Sport protocol and obtained written medical clearance from a Physician, prior to return to contact
- (i) act in the best interest of the Player's development as a whole person, particularly their formal schooling education.

- (j) Support and advocate for the present and future health of Players by communicating and cooperating with health care professionals in the diagnosis, treatment, and management of Players' medical and psychological needs.
- (k) Support Players' personal goals, including but not limited to sporting and academic goals, and refer Players to other coaches and sport specialists as appropriate.
- (l) Provide Players (and parent/guardians of Minors) with information necessary to be involved in the decisions that impacts the Player.
- (m) adhere to the policies and procedures of Coaching Association of Canada, as applicable.
- (n) at all times display respect towards therapists or medical staff, acting upon their instructions or recommendations that prioritize the short- or long-term wellbeing of the Player.
- (o) at all times display respect towards opponents and officials, both in victory and defeat, setting an example and educating Players on the values of football; and
- (p) not engage in an intimate or sexual relationship with a Player under 18 years old, or an intimate or sexual relationship with a Player over the age of 18 if the coach is in a position of power, trust, or authority over that Player.

6.4 Team Managers, Therapists, Medical Staff or Support Personnel

Team managers, therapists, medical staff, or support personnel have responsibilities to ensure the health, safety, and well-being of Players. Team managers, therapists, medical staff, and medical support personnel will:

- (a) act in the best interest of the Player's physical, mental, and emotional well-being.
- (b) be Fit for Duty when undertaking their responsibilities.
- (c) understand and respect the inherent power imbalance Player and protect the Player's privacy, as appropriate.
- (d) adhere to the Recognize and Remove process as defined by most recent [International Consensus Statement on Concussion in Sport](#), at all training sessions, training camps and matches. Only permit a Player to return to football after a suspected or diagnosed concussion, who has followed a



Graduated Return to Sport protocol and obtained written medical clearance from a physician, prior to return to contact (Step 5) as per the Graduated Return to Sport Strategy Guidelines.

- (e) Obtain and maintain NCCP Making Headway in Sport certification
- (f) provide Players (and parent/guardians of Minors) with information necessary to be involved in the decisions that impacts the Player.
- (g) document all major injuries and report the to the BCPFA in a detailed, accurate and timely manner; and
- (h) not engage in an intimate or sexual relationship with a Player under 18 years old, or an intimate or sexual relationship with a Player over the age of 18 if the team manager, therapist, medical staff, or medical support personnel is in a position of power, trust, or authority over that Player.

6.5 Officials

Officials have a significant role in the prevention and management of injuries and concussion. Officials will:

- (a) ensure a safe playing environment by enforcing and communicating the enforcement of the Rules of Football appropriate to the age, gender, body type, experience, ability, and fitness level of the involved Players.
- (b) be Fit for Duty when undertaking their responsibilities.
- (c) provide accurate accounts of the facts when completing match reports; and
- (d) Obtain and maintain NCCP Making Headway in Sport certification and enforce the 'Recognize and Remove, if in doubt, sit them out' protocol at all BCPFA competitions, tournaments, and events.

6.6 Players

Players have responsibilities on and off the pitch. Players will:

- (a) compete and participate in a spirit of fair play, honesty and respect for the opponent, the officials, and the supporters.
- (b) compete and participate within the Rules of Football and any rules of competitions or tournament rules.
- (c) report any current or past health or medical issues that may risk their physical or

mental well-being when participating in athletic activities, including any signs or symptoms of concussion.

- (d) at all times show and uphold respect for coaches, team managers, therapists, medical staff, and support personnel, and show appreciation for their contribution to the sport of football; and
- (e) at all times show and uphold respect for officials and show appreciation for their contribution to the sport of football.

6.7 Parents and Guardians

Parents and guardians have additional responsibilities, particularly as it relates to ensuring the safe and fair play of football. Parents and guardians of Players will:

- (a) Encourage Players to compete within the Rules of Football and to resolve conflicts without hostility or violence.
- (b) Instill and model a spirit of fair, positive play, and sportsmanship.
- (c) at all times show and uphold respect for the Player's coach and team manager, therapist, the opponents, the officials, and other supporters.
- (d) continually inform the relevant therapist, medical staff, coach, team manager, and/or club official if your child has been injured, is ill, concussed, or shows any symptoms of concussion; and
- (e) inform the relevant therapist, coach, team manager, and/or club official if your child has any medical or health condition, as well as any sensory, intellectual, psychological, or physical condition that may impact their health, ability or enjoyment while participating in football.

7. Breaches and Complaints

- 7.1 All Individuals shall abide by the requirements of the BCPFA Bylaws and this Code of Conduct and shall endeavour to resolve disputes in good faith.
- 7.2 If the complaint in any way refers to the possible abuse or neglect of a child or youth under 19 years of age, you have the legal duty to report the concern to a child welfare worker by phoning 1-800-663-9122. If you believe any person or child is in imminent danger, call 9-1-1.
- 7.3 Any concerns regarding possible Maltreatment should be directed to the Canadian Sport Helpline, by phoning 1-888-837-7678 or emailing info@abuse-free-sport.ca.
- 7.4 Any complaints concerning a violation or breach of this Code of Conduct must be submitted in writing. Written complaints submitted should contain full and exact details of the incident(s), including date, time and/or duration, location, full names of the persons involved, names of any witnesses, and other pertinent details of the alleged breach of this Code of Conduct. The complainant has the following avenues to report their complaint:
- (a) Report to the BCPFA: executivedirector@bcpfa.com contact any member of the BCPFA Staff or a Director of the BCPFA.
 - (b) Report to Football Canada
 - (c) Report via the Canadian Sport Helpline: email info@abuse-free-sport.ca
- 7.5 If reported to Football Canada or via the Canadian Sport Helpline, the complaint may be referred back to the BCPFA to be dealt under this Code of Conduct.
- 7.6 If the complaint directly or indirectly refers to criminal behaviour, the Chair of the Discipline Committee shall refer the matter to the local police. If not, the Chair of the Discipline Committee shall assemble an independent and impartial investigative panel comprised of one or more persons to investigate the complaint.
- 7.7 The investigative panel will conduct a preliminary assessment of the complaint. If at any time the investigative panel learns of or suspects criminal behaviour or activity, they will

refer the matter to the local police and cease their investigation. If no criminal charges are laid, the investigative panel may resume their assessment. At the conclusion of the preliminary assessment, the investigative panel may determine to continue the investigation or make a written recommendation to the Chair of the Discipline Committee that the complaint be dismissed as unfounded, beyond the jurisdiction of this Code of Conduct or unlikely to succeed. The investigative panel will determine when to notify the Respondent of the complaint and any investigation, but it must be done in a timely manner in the circumstances.

- 7.8 If the investigative panel determines to continue with the investigation, then the investigative panel shall in a timely manner:
- (a) investigate the complaint in a manner that accords with the principles of due process and natural justice.
 - (b) provide an investigation update to the Chair of the Discipline Committee within thirty (30) days of receipt of the complaint.
 - (c) provide a written, confidential report of the findings of the investigation, including findings as to whether there has been, on a balance of probabilities, a breach of this Code of Conduct, to the Chair of the Discipline Committee and the Executive Director, as applicable, and to the Complainant and Respondent.
 - (d) provide recommendations in the report as to the appropriate resolution of the complaint, which recommendations may include:
 - i. dismissal of the complaint; or
 - ii. sanction of the Respondent for misbehaviour or a breach of this Code of Conduct, including but not limited to suspension from play or probation.
 - iii. public censure of the Respondent for misbehaviour or a breach of this Code of Conduct.
 - iv. a requirement that an individual apologize to any person adversely affected by a breach of this Code of Conduct.
 - v. counselling of an Individual; or
 - vi. such other measures as are deemed appropriate in the discretion of the investigative panel; and
 - (e) where the investigative panel finds that a Director, Committee Member or Employee has breached this Code of Conduct, the Panel may additionally

recommend to:

- i. counsel the Director, Committee Member or Employer.
- ii. terminate the Director's or Committee Member's appointment.
- iii. terminate the Employee's employment; or
- iv. implement such other measures as deemed appropriate in the discretion of the investigative panel.

7.9 The Discipline Committee will not be bound to accept all or any of the recommendations of the report prepared by the investigative panel. The Discipline Committee may make such decisions as it deems appropriate in its discretion.

7.10 All complaints shall be dealt with by the Discipline Committee, but nothing herein stops a Voting Member or Associate Member from undertaking its own investigation of alleged misconduct, and from imposing its own sanctions where appropriate on its own Individual Members.

7.11 The BCPFA will retain all reports

8. Disciplinary Action

8.1 Any individual found to have breached this Code of Conduct may be subject to disciplinary action, which may include reprimand, suspension, or expulsion from the BCPFA and/or BCPFA Board, Committees, membership, competitions, events, programs, squads or teams.

8.2 The BCPFA may determine that a particular alleged breach or breaches of this Code of Conduct are of such seriousness to warrant suspension of the Individual Member, Individual or Club pending a hearing and a decision of the Discipline Committee.

8.3 At the sole discretion of the BCPFA, a conviction for a Criminal Code offense may result in expulsion from the BCPFA and/or removal from BCPFA teams, competitions, programs, activities, and events as well as banning from any future membership or involvement with the BCPFA.

9. Appeals

9.1 Any Complainant or Respondent who wishes to appeal a decision made under this Code of Conduct may do so in line with the BCPFA's Appeals Policy.

10. Supporting Policies

Internal

- BCPFA Bylaws
- BCPFA Appeals Policy
- BCPFA Discipline Policy
- BCPFA Gender Equity, Diversity & Inclusion Policy

External

- Universal Code of Conduct to Prevent and Address Maltreatment in Sport
- British Columbia Universal Code of Conduct
- The Criminal Code of Canada (Criminal Code, R.S.C. 1985, c.C-46, as amended)
- International Consensus Statement on Concussion in Sport
- Coaches Association of Canada Policy

11. Revision and Approval

This Code of Conduct shall be reviewed by the Safe Sport Committee and the Executive Director on a regular basis, who may each recommend revisions to the BCPFA Board of Directors for their approval.

12. Contact Us

All feedback, comments, requests for support and other communications relating to this Code of Conduct should be directed to: communications@bcpfa.com