



# WZ SCHOOL OF MODERN PHYSICAL CULTURE

## CODE OF CONDUCT POLICY

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## CONTENTS

<b>1</b>	<b>PURPOSE OF THIS POLICY .....</b>	<b>3</b>
<b>2</b>	<b>SCOPE OF THIS POLICY .....</b>	<b>3</b>
<b>3</b>	<b>WZ PHYSICAL CULTURE CORE VALUES.....</b>	<b>4</b>
<b>4</b>	<b>SPECIFIC CODES OF CONDUCT .....</b>	<b>4</b>
<b>5</b>	<b>GENERAL CODE OF CONDUCT .....</b>	<b>5</b>
<b>6</b>	<b>MEMBER &amp; COMPETITOR CODE OF CONDUCT .....</b>	<b>6</b>
<b>7</b>	<b>PARENT AND SPECTATOR CODE OF CONDUCT.....</b>	<b>7</b>
<b>8</b>	<b>TEACHER AND CLUB OFFICIAL CODE OF CONDUCT .....</b>	<b>8</b>
	8.2 Promote a positive environment .....	8
	8.4 Acting professionally and ethically .....	9
	8.5 Maintain the security of confidential/sensitive information.....	10
	8.6 Maintain professional relationships with members.....	10
<b>9</b>	<b>BREACH OF CODE OF CONDUCT.....</b>	<b>11</b>
	9.1 What happens if there is a breach of the Code? .....	11
	9.2 What to do if you are concerned about a breach of the Code? .....	11
	9.3 Confidentiality when raising concerns .....	11
<b>10</b>	<b>SIGNED ACKNOWLEDGEMENT .....</b>	<b>12</b>



## **1 PURPOSE OF THIS POLICY**

The purpose of this policy is to ensure that a safe, fair and inclusive environment is provided to everyone involved in WZ Physical Culture.

The Code of Conduct outlines the standard of ethical, professional and sporting conduct required as well as those behaviours which are unacceptable and will not be tolerated.

The intent of the Code is to provide a framework to promote ethical day-to-day conduct and decision-making. It does not and cannot cover every situation that can arise. The Code does not replace the need for common sense in how members conduct themselves.

The Code also provides guidance on how to raise and report breaches of the standards it sets.

## **2 SCOPE OF THIS POLICY**

**2.1** The Code of Conduct applies to the following roles and individuals:

- WZ Manager, Judges and Committee Members;
- Club Officials and Teachers;
- Individual WZ Members;
- Individuals who are members of Club committees and/or volunteers
- Parents, guardians and spectators;
- External contractors, paid employees, sponsors or other persons affiliated with WZ Physical Culture to full extent that is possible under this policy.

**2.2** The Code of Conduct applies at all times during WZ Physical Culture related activities and at all times when acting in any capacity on behalf of WZ Physical Culture or an associated Club.



### **3 WZ PHYSICAL CULTURE CORE VALUES**

**3.1** The Code of Conduct assists to uphold the WZ Physical Culture Core values of:

- Friendship;
- Inclusion;
- Competition with a strong sense of sportsmanship.

**3.2** We strive to reflect these core values in our sport and in our conduct by demonstrating the following characteristics:

- Collaboration to inspire participation, growth and the continuance of WZ Physical Culture;
- Respect of our fundamental right to be treated with dignity, compassion and respect within WZ Physical Culture;
- Empowerment to make a positive difference within WZ Physical Culture.

### **4 SPECIFIC CODES OF CONDUCT**

**4.1** In addition to the responsibilities outlined under our general Code of Conduct requirements, the following roles associated with WZ Physical Culture have a specific Code of Conduct:

- Member and Competitor Code of Conduct
- Parent and Spectator Code of Conduct
- Teacher and Club Official Code of Conduct



## 5 GENERAL CODE OF CONDUCT

**5.1** All roles and individuals complying with this policy must meet the following Code of Conduct requirements within:

- Organised and sanctioned WZ Physical Culture activities;
- Social and informal activities operating under WZ Physical Culture or affiliated Club auspices;
- Social media and online forums where the status of the person as associated with WZ Physical Culture is indicated or can be inferred.

**5.2** The following WZ Physical Culture General Code of Conduct requirements apply:

5.2.1 Respect the rights, dignity and worth of all people involved in WZ Physical Culture regardless of their gender, ability or cultural background;

5.2.2 Ensure everyone embodies the core values of friendship, inclusion and competition with a strong sense of sportsmanship to ensure fair play, not winning at all costs;

5.2.3 Operate and abide by all the rules of WZ Physical Culture, affiliated clubs, external venues and all relevant Australian legislative requirements;

5.2.4 Be a positive role model ensuring the safety, wellbeing and responsibility of children under the age of 18 is a priority. It is your responsibility to promote and instill the values of WZ Physical Culture in our youngest members.

5.2.5 Be accountable for your conduct and refrain from acting or speaking in any way that brings WZ Physical Culture into disrepute. Harassment, Bullying or bad language of any kind will not be tolerated.



## 6 MEMBER & COMPETITOR CODE OF CONDUCT

- 6.1 In addition to the General Code of Conduct, you are required to conduct yourself in the following manner during any activity held under WZ Physical Culture or affiliated Clubs, or where your membership is identified or inferred.
- 6.1.1 Respect the rights, dignity and worth of fellow WZ Physical Culture members, teachers, officials and spectators;
- 6.1.2 Refrain from all conduct that may constitute verbal abuse, harassment, bullying/victimisation of officials or members, or actions that are deliberately distracting or provoking to competitors;
- 6.1.3 Show sportsmanship, applaud and respect the talent, performance and results of competitors from every club;
- 6.1.4 Respect the knowledge, feedback and advice from your teachers, cooperate with club members and team mates.
- 6.1.5 Be honest with your teacher regarding any illness or injury that may impede or prevent you from practice or competitions;
- 6.1.6 Give your best effort for both individual and team performances, at every competition;
- 6.1.7 Display modesty in victory and graciousness in defeat;
- 6.1.8 Respect the decisions of an official. Be courteous and inform the WZ Manager of any concerns during a break or after the competition;
- 6.1.9 Thank and congratulate competitors and officials that create the opportunity for you to compete;



## 7 PARENT AND SPECTATOR CODE OF CONDUCT

- 7.1** In addition to the General Code of Conduct, you are required to conduct yourself in the following manner during any activity held under WZ Physical Culture or affiliated Clubs, or where your involvement is identified or inferred.
- 7.1.1** Respect the rights, dignity and worth of fellow WZ Physical Culture members, teachers, officials and spectators;
- 7.1.2** Refrain from all conduct that may constitute verbal abuse, harassment, bullying/victimisation, or actions that are deliberately distracting or provoking to competitors;
- 7.1.3** Do not pressure the competitor in any way, model good sportsmanship by focusing on your child's effort, not the results;
- 7.1.4** Applaud good performances by both your child and their competitors as children learn best by example;
- 7.1.5** Do not criticise or ridicule any competitor's performance after the competition;
- 7.1.6** Recognise and value the teachers, officials and volunteers who give their time to conduct classes and events;
- 7.1.7** Be courteous in your communication with teachers and WZ Officials, if you disagree with any matter seek the appropriate channels for resolution.
- 7.2** When spectating, abide by the following rules to ensure a fair competition;
- Remain still and quiet while the competitors are on the floor;
  - Ensure your children remain still and quiet;
  - Turn all mobile phones off or to silent;
  - Keep belongings clear of the competition floor;
  - Do not sit around the edge of the competition floor;
  - Do not walk across the competition floor;
  - Do not use flash photography;
  - Respect the rights of competitors by only videoing or photographing your own child/competitor;
  - Respect the rights of competitors by refraining from putting photographs or videos on social media platforms without consent.



## 8 TEACHER AND CLUB OFFICIAL CODE OF CONDUCT

**8.1** In addition to the General Code of Conduct, all teachers and Club officials are required to conduct themselves in the following manner during any activity held under WZ Physical Culture or affiliated Clubs, or where your status is identified or inferred.

### **8.2 Promote a positive environment**

Teachers and club officials must:

8.2.1 Treat members and spectators with dignity and respect, and promote an environment free from harassment, discrimination, bullying, favouritism or corruption;

8.2.2 Uphold a zero tolerance environment towards bullying, harassment or discrimination of officials, members or relatives, on the basis of their sex, race, ethnic or ethno-religious background, marital status, pregnancy, disability, age, homosexuality, transgender or carers' responsibilities;

8.2.3 Treat all other colleagues (irrespective of whether their role is equal, junior or more senior) in a way that promotes harmonious and productive working relationships, and a collaborative teamwork approach;

8.2.4 Be a positive role model in behaviour and personal appearance, ensuring comments are supportive, and appearance meets uniform and dress codes;

8.2.5 Ensure that the time members spend with you is a positive experience. All members are deserving of equal attention and opportunities. Avoid focusing on the talented members and understand that the average member needs and deserve equal time.

8.2.6 Where appropriate, attempt to settle any complaints, disagreements or grievances involving other officials and themselves in the first instance; or pursue such matters through the Complaints Co-ordinator or WZ Manager in a way which is proportionate to the issues raised, and recognise that in any process to resolve such matters other officials also have perspectives and rights.





**8.3 Demonstrate honesty and integrity**

Officials must:

- 8.3.1 Avoid situations which may give rise to pecuniary or other conflicts of interest, and should any conflicts or possible perceptions of such conflicts arise declare them immediately to the WZ Manager;
- 8.3.2 Ensure that their actions and decisions are not influenced by self-interest or considerations of personal gain or other improper motives;
- 8.3.3 Not accept bribes or inducements that are intended to influence their decisions or actions;
- 8.3.4 Not accept gifts where they are, or could be reasonably interpreted as being, designed to secure influence or preferential treatment in favour of the giver, which means that token or inexpensive gifts offered as an expression of gratitude, such as chocolates from a member, can be accepted;
- 8.3.5 Not use or take advantage of confidential information obtained in the course of their official duties to seek gain or profit.

**8.4 Acting professionally and ethically**

Officials must:

- 8.4.1 At all times act in a way which is consistent with WZ Physical Culture's duties of care to its members, and its obligations to provide a safe and supportive environment for members and their family;
- 8.4.2 Not absent themselves from their official duties without proper notification, when they are meant to be on duty; nor engage in any form of other activities when they are meant to be on duty and working for WZ Physical Culture.
- 8.4.3 Carry out their duties diligently and efficiently, being reasonable in demands on members' time, energy and enthusiasm.
- 8.4.4 Maintain and enhance their official understanding of roles in WZ Physical Culture and keep up to date with best practice WZ Physical culture style, syllabus and rules;



- 8.4.5 Avoid conduct that could bring WZ Physical Culture or any of its colleagues, members or relatives into disrepute, including when using social media;
- 8.4.6 Act in a way which protects and promotes the interests of WZ Physical Culture and their particular club;
- 8.4.7 Only provide official comment on matters related to WZ Physical Culture if authorised to do so;
- 8.4.8 Report to the Code of Conduct Co-ordinator or WZ Manager any misconduct by others of which they become aware, such as corruption, fraud, maladministration, and serious or substantial waste.

**8.5 Maintain the security of confidential/sensitive information**

Officials must:

- 8.5.1 Keep confidential all personal information and records, including not discussing or providing information on social media that could identify members or divulge confidential information;
- 8.5.2 Not use or release official information or records without proper authority;
- 8.5.3 Maintain the security of confidential and/or sensitive information, including that stored on communication devices;
- 8.5.4 Not disclose, use or take advantage of information obtained in the course of official duties.

**8.6 Maintain professional relationships with members**

Officials must:

- 8.6.1 Not take an unfair advantage of, or exploit any relationship with, members in any way;
- 8.6.2 Avoid unaccompanied or unobserved activities with persons under 18 years of age, whenever possible;
- 8.6.3 Any physical contact with a member should be appropriate to the situation and necessary for the members skill development or in compliance with competition rules;
- 8.6.4 Adopt and display responsible behavior in relation to alcohol and drugs.



## **9 BREACH OF CODE OF CONDUCT**

### **9.1 What happens if there is a breach of the Code?**

There is a range of consequences for breaches of this Code depending on the nature and seriousness of the matter.

Possible outcomes for an official member who has breached the Code may be:

- Immediate removal from competitions, classes or events;
- Counselling or conflict resolution with involved parties;
- Cancellation of membership;
- Removal from teacher or club official roles;
- Referral to the police in cases of suspected possible criminal activity

### **9.2 What to do if you are concerned about a breach of the Code?**

9.2.1 Members, parents and spectators can report any concerns to their club teachers in the first instance for resolution or escalation. Where this is not appropriate contact the WZ Manager via our website.

9.2.2 Teachers and club officials should report any breach or concerns about a breach of the Code to the Child Protection, Complaints, Code of Conduct Co-ordinator. If this is not appropriate matters can be reported to the WZ Physical Culture Manager.

### **9.3 Confidentiality when raising concerns**

9.3.1 WZ Physical Culture is committed to protecting any person who raises concerns about a breach of the Code from retaliation or reprisals;

9.3.2 Concerns and breaches of the Code of Conduct will remain confidential to the parties involved in the investigation and resolution of matters.



## 10 ACKNOWLEDGEMENT

*I have read and understood the above Code of Conduct, and agree to comply with its provisions at all times while acting as a member, parent, spectator, teacher or official for WZ Physical Culture.*

*By accepting the waiver on the online Registration Form, I acknowledge my commitment to achieving the best outcomes for WZ Physical Culture and its members, and playing my part in ensuring that my sporting environment is safe and supportive.*