

CODE OF CONDUCT ONTARIO TABLE TENNIS ASSOCIATION

Purpose

1. The purpose of this Code of Conduct ("Code") is to ensure a safe and positive environment within Ontario Table Tennis Association (OTTA) programs, activities, and events by making all Individuals aware that there is an expectation, at all times, of appropriate behavior consistent with the values of the OTTA, as set out in this Code.
2. The OTTA is committed to providing an environment in which all individuals are treated with respect. The OTTA supports equal opportunity and prohibits discriminatory practices. Individuals are expected to conduct themselves at all times in a manner consistent with the values of the OTTA that include fairness, integrity, accountability, excellence, accessibility, innovation, and respect.
3. Conduct that violates this Code may be subject to sanctions pursuant to the OTTA's Discipline and Complaints Policy.

Application of this Code

1. This Code applies to conduct that may arise during the course of OTTA business, activities, and events, including but not limited to: its office environment, competitions, practices, training camps, tryouts, travel, and any meetings of the OTTA.
2. This Code also applies to the conduct of Individuals that may occur outside of the OTTA's business, activities, events, and meetings when such conduct adversely affects relationships within the OTTA (and its work and sport environment) and is detrimental to the image and reputation of the OTTA. Such applicability will be made by the OTTA at its sole discretion.

Responsibilities

All Individuals have a responsibility to:

1. Maintain and enhance the dignity and self-esteem of OTTA members and other Individuals by:
 - i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability or economic status
 - ii. Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees and members
 - iii. Consistently demonstrating the spirit of sportsmanship, sport leadership and ethical conduct
 - iv. Acting, when appropriate, to prevent or correct practices that are unjustly discriminatory;
 - v. Consistently treating individuals fairly and reasonably
 - vi. Ensuring adherence to the rules of table tennis and the spirit of those rules

2. Refrain from any behavior that constitutes harassment, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading, or malicious. Types of behavior that constitute harassment include, but are not limited to:
 - i. Written or verbal abuse, threats or outbursts
 - ii. The display of visual material which is offensive or which one ought to know is offensive in the circumstances
 - iii. Unwelcome remarks, jokes, comments, innuendo or taunts
 - iv. Leering or other suggestive or obscene gestures
 - v. Condescending or patronizing behavior which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
 - vi. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
 - vii. Any form of hazing where hazing is defined as *"Any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking athlete by a more senior team-mate, which does not contribute to either athlete's positive development, but is required to be accepted as part of a team, regardless of the junior-ranking athlete'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 team-mate based on class, number of years on the team, or athletic ability."*
 - viii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
 - ix. Unwelcome sexual flirtations, advances, requests, or invitations
 - x. Physical or sexual assault
 - xi. Behaviors such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment
 - xii. Retaliation or threats of retaliation against an individual who reports harassment to the OTTA
3. Refrain from any behavior that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favors, or conduct of a sexual nature. Types of behavior that constitute sexual harassment include, but are not limited to:
 - i. Sexist jokes
 - ii. Display of sexually offensive material
 - iii. Sexually degrading words used to describe a person
 - iv. Inquiries or comments about a person's sex life
 - v. Unwelcome sexual flirtations, advances or propositions
 - vi. Persistent unwanted contact
4. Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, the Ontario Table Tennis Association adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and shall be subject to disciplinary action, and possible sanction, pursuant to the OTTA's Discipline and Complaints Policy. The OTTA will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by the OTTA or any other sport organization.

5. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development or supervision of the sport of competitive table tennis, who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES)
6. Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
7. In the case of adults, avoid consuming alcohol in situations where minors are present, and take reasonable steps to manage the responsible consumption of alcoholic beverages in adult-oriented social situations associated with OTTA events
8. Respect the property of others and not willfully cause damage
9. Promote table tennis in the most constructive and positive manner possible
10. Adhere to all federal, provincial, municipal and host country laws
11. Comply at all times with the bylaws, policies, procedures, rules and regulations of the OTTA, as adopted and amended from time to time.

Board/Committee Members and Staff

Board and Committee Members and Staff of the OTTA will:

1. Act with honesty and integrity and conduct himself or herself in a manner consistent with the nature and responsibilities of OTTA business and the maintenance of Member confidence.
2. Ensure that the financial affairs of the OTTA are conducted in a responsible and transparent manner with due regard for his or her fiduciary responsibilities.
3. Conduct oneself openly, professionally, lawfully and in good faith in the best interests of the OTTA.
4. Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward or fear of criticism.
5. Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate and honest in all dealings with others.
6. Keep informed about the activities of the OTTA, the provincial table tennis community, and general trends in the sectors in which it operates.
7. Exercise the degree of care, diligence and skill required in the performance of his or her duties pursuant to the laws under which the OTTA is incorporated.
8. Respect the confidentiality appropriate to issues of a sensitive nature.
9. Ensure that all Members are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight.
10. Respect the decisions of the majority and resign if unable to do so.
11. Commit the time to attend meetings and to be diligent in preparation for, and participation in, discussions at such meetings.
12. Have a thorough knowledge and understanding of all OTTA governance documents.
13. Conform to the bylaws and policies approved by the OTTA, in particular this Code of Conduct as well as, for Directors, the Conflict of Interest Policy and Confidentiality Agreement.

Athlete Code of Conduct

1. As a member of the Ontario Table Tennis Association, all athletes shall maintain high standards of moral and ethical conduct, which includes self-control and behavior that is deemed respectful to the team and the organization.
2. Athletes will treat others with respect and expect to be treated with respect in return.
3. Athletes must uphold the standards of Fair Play and exhibit a high level of sportsmanship and team spirit.
4. Athletes shall refrain from the use of loud, profane, insulting, harassing or otherwise offensive language.
5. Athletes shall dress in the appropriate attire at all times, as directed by the Team Coach, and I will maintain high personal hygiene standards.
6. Athletes are required to abide by any curfew set by management/coaching staff and/or host organizing committee.
7. If an athlete commits an act, which is considered an offence under the law, it will be dealt with by the appropriate authorities.
8. Athletes will settle all debts with the Ontario Table Tennis Association.
9. Athletes will never ridicule a participant for a poor performance or practice
10. Athletes will act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other players, officials, coaches, or spectators
11. Athletes agree that:
 - i. They will not possess or use any illegal drugs, excluding prescribed medical drugs that shall be registered with the appropriate official prior to the event. The use of performance enhancing drugs is strictly banned;
 - ii. If under the age of 19, athletes will not possess or use alcohol or tobacco in any form during an OTTA event or at any social activities connected with the OTTA event;;
 - iii. If 19 and over, athletes will not supply alcohol to minors, nor will they be under the influence of alcohol while performing official duties as a team member;
 - iv. Athletes understand that tobacco smoking for athletes over the age of 19 is strongly discouraged and will only be allowed in designated smoking areas
 - v. Athletes will be accountable for any costs incurred for any willful damage to hotel rooms or other property that I am responsible for
12. Athletes will act in accordance with the OTTA's policies and procedures and, when applicable, any additional rules as outlined by coaches or chaperones.

Parent Code of Conduct

1. I will not force my child to participate in table tennis. I will encourage and support him/her if he/she chooses to play and I recognize it is for his/her enjoyment. I will inform the coach of any physical disabilities, ailments or other concerns that may affect my child's participation or interaction for his/her safety and the safety of others.
2. I will learn the rules of the game of table tennis and become an informed spectator. In addition, I will teach my child to play by the rules and to strive to resolve conflicts without resorting to vulgarity, hostility or violence.
3. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating support for all players, coaches, officials and spectators and others at every game, practice or related event. I will applaud a good effort and show appreciation for the opportunities provided to my child.
4. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, parent, or host, such as booing and taunting; or using profane language, signs or gestures. Similarly, I will demand that

my child treat all other participants including players, coaches, officials, hosts and spectators with respect and dignity regardless of race, creed, colour, sex or ability.

5. I will teach my child that doing one's best is more important than winning so that they will never feel pressure to be unsportsmanlike in the name of success. I recognize that mistakes are a normal part of learning and a normal part of the game and I understand and accept that ridicule, criticism of coaching or officials' decisions, or other participants' performances are contrary and inappropriate.
6. I will demand of my child (and myself and my guests) full respect and consideration for facilities, equipment and other participants' property. I also understand that it is solely my responsibility to provide continuous supervision for younger children whom I bring to events and that allowing them to run freely is prohibited.
7. I agree to support the table tennis environment as drug, alcohol and tobacco free and will refrain from their use while at OTTA events.

Coaches Code of Conduct

Coaches have additional responsibilities. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously.

OTTA Coaches will be responsible for:

1. Building sound, fundamental table tennis skills and developing a love for the game.
2. Encouraging team play.
3. Creating an environment where players are given equal playing time.
4. Reinforcing good sportsmanship whenever possible.
5. Showing respect for referees, other coaches and players at all times.
6. As much as possible being a resourceful person to players, helping them develop their athletic and human potential.
7. While trying to treat all players as equals, recognize that not all individuals are the same and that you are required to respect their individual differences
8. There can never be an instance of a coach:
 - i. Endangering the safety or health of the athletes with whom they work with
 - ii. Engaging in sexual relationships with athletes or using sexual favors for preferential treatment or reprisals from threats
 - iii. Promoting the use of alcohol with the athletes
 - iv. Advocating the use of drugs or other banned performance enhancement substances
9. Recognizing the power inherent in the position of coach and respect and promote 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. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights.