



WBC Code of Conduct

Effective June 13, 2025

Approval June 12, 2025

1 Definitions

The term “Individuals” used in this code includes individuals employed by, or engaged in activities with the Woodstock Badminton Club including, but not limited to, members, coaches, volunteers, and board members of the Woodstock Badminton Club.

The acronym “WBC” is used to indicate the Woodstock Badminton Club.

2 Purpose

The purpose of this Code is to ensure a safe and positive environment within the Woodstock Badminton Club (WBC) by making Individuals aware that there is an expectation, at all times, of appropriate behaviour. WBC supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect.

3 Application of the Code

This Code applies to Individuals’ conduct during all WBC activities. This Code also applies to Individuals’ conduct outside activities, and events when such conduct adversely affects relationships within WBC (and its work and sport environment) and is detrimental to the image and reputation of the WBC.

3.1 Individuals

Individuals have a responsibility to:

- Maintain and enhance the dignity and self-esteem of WBC members and other individuals by:
 - Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital

- o status, gender identity, gender expression, sex, and sexual orientation
 - o Focusing comments or criticism appropriately and avoiding public criticism of individuals
 - o Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct
 - o Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory
 - o Consistently treating individuals fairly and reasonably
 - o Ensuring adherence to the rules of the sport and the spirit of those rules
- Refrain from any behaviour 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 behaviour that constitute harassment include, but are not limited to:
 - o Written or verbal abuse, threats, or outbursts
 - o The display of visual material which is offensive or which a reasonable person ought to know is offensive in the circumstances
 - o Unwelcome remarks, jokes, comments, innuendo, or taunts
 - o Leering or other suggestive or obscene gestures
 - o Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
 - o Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
 - o Any form of hazing
 - o Retaliation or threats of retaliation against an individual who reports harassment
 - o Bullying
 - o Offensive or intimidating phone calls or emails
 - o Displaying or circulating offensive pictures, photographs or materials in printed or electronic form
 - o Psychological abuse
 - o Discrimination
 - o Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, demeaning or intimidating
 - o Behaviours 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
 - Refrain from any behaviour that constitutes violence, where violence is defined as the exercise of physical force, that causes or could cause physical injury; an attempt to exercise physical force that could cause physical injury; or a statement or behaviour that it is reasonable to interpret as a threat to exercise physical force.

Types of behaviour that are applicable to this section include, but are not limited to:

- o Verbal threats to attack

- o Sending to or leaving threatening notes or emails
 - o Making threatening physical gestures
 - o Wielding a weapon
 - o Hitting, pinching or unwanted touching which is not accidental
 - o Throwing an object
 - o Blocking normal movement or physical interference, with or without the use of equipment
 - o Any attempt to engage in the type of conduct outlined above
- Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature. Types of behaviour that constitute sexual harassment include, but are not limited to:
 - o Sexist jokes
 - o Sexual violence
 - o Display of sexually offensive material
 - o Sexually degrading words used to describe a person
 - o Inquiries or comments about a person's sex life
 - o Unwelcome sexual flirtations, advances, or propositions
 - o Inappropriate sexual touching, advances, suggestions or requests
 - o Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
 - o Unwelcome sexual flirtations, advances, requests, or invitations
 - o Physical or sexual assault
 - Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods.
Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
 - Respect the property of others and not wilfully cause damage
 - Promote the sport of badminton and pickleball in the most constructive and positive manner possible
 - Adhere to all federal, provincial, municipal laws
 - Comply, at all times, with WBC bylaws, policies, procedures, and rules and regulations as adopted and amended from time to time.

3.2 Board/Committee Members

WBC board will have additional responsibilities to:

- Function primarily as a member of the WBC board and not as a member of any other particular constituency
- Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities WBC business and the

- maintenance of Individuals' confidence
- Ensure that WBC financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities
- Conduct themselves openly, professionally, lawfully and in good faith in the best interests of WBC
- Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism
- Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in all dealings with others
- Keep informed about WBC activities,
- Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the by-laws and Governance under which WBC is governed.
- Respect the confidentiality appropriate to issues of a sensitive nature
- Ensure that all Individuals are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight
- Respect the decisions of the majority and resign if unable to do so
- Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
- Have a thorough knowledge and understanding of WBC by-laws and governance documents
- Conform to the bylaws and policies approved by WBC

3.3 Coaches

Coaches have many additional responsibilities. As independent contracted representatives of the club, coaches are expected to uphold the highest standards of professionalism, safety, and ethical behavior. The coach-athlete relationship is a position of trust and influence that plays a vital role in an athlete's development. Coaches must recognize and respect the power imbalance inherent in this relationship and take every step to ensure it is never abused, intentionally or otherwise.

1. Athlete Safety & Wellbeing

- Ensure a safe training environment by selecting developmentally appropriate activities and establishing suitable safety controls based on each athlete's age, experience, ability, and fitness level.
- Prepare athletes progressively and systematically, considering both physical and psychological readiness. Avoid methods or techniques that could result in harm.
- Avoid compromising athletes' current or future health. Cooperate with sport medicine professionals in the diagnosis, treatment, and management of any medical or psychological conditions.
- Provide athletes—and the parents/guardians of minors—with information needed to make informed decisions regarding the athlete's training, health, and participation.
- Always have a second adult present during group sessions involving minor

athletes. For private sessions, a parent or guardian must be present to ensure a safe and accountable environment.

- Act in the best interest of the athlete, prioritizing their development as whole individuals—not solely as athletes.

2. Physical Contact & Communication

- All communication and physical interaction must be open, observable, transparent, and justifiable. Any essential physical contact (such as treating injuries) must be preceded by an explanation and the athlete's consent.
- Coaches must not initiate physical contact, including hugging, cuddling, or horseplay. The only permitted contact initiated by a coach is a high-five or fist bump in recognition of success.
- During training and competitions, coaches must refrain from physical contact except for a high-five or fist bump. Instruction must be delivered through verbal explanation and demonstration.
- Physical contact to address an injury is permitted when essential. When possible, the coach must explain the need for contact, specify the area involved, and obtain the athlete's consent beforehand. In emergencies, reasonable discretion may be used.
- If unintentional contact occurs, the coach must stop the activity immediately, apologize, and explain the situation to promote understanding of appropriate boundaries.
- Maintain strict professional boundaries and avoid any behavior that could be perceived as exploitative, inappropriate, or a breach of trust.

3. Professional Conduct

- Interact with all club members respectfully and professionally at all times.
- Show respect for other coaches, refraining from negative or disparaging remarks, particularly regarding athletes under the guidance of another coach.
- Maintain the highest standards of integrity, credentials, and personal suitability, in accordance with the club's Screening Policy.
- Under no circumstances should a coach provide, promote, or condone the use of illegal drugs, performance-enhancing substances, or—in the case of minors—alcohol or tobacco.
- Submit a current and valid vulnerable sector check from local police services prior to commencing any coaching duties.

4. Relationships & Boundaries

- Respect the competitive integrity of all athletes, including those competing against your own. Do not engage in any coaching-related discussions or actions with another athlete without prior approval from their coach.
- Do not engage in any sexual relationship with an athlete under the age of 18. For athletes 18 or older, no intimate or sexual relationship is permitted if the coach holds a position of power, trust, or authority over the athlete.
- Recognize and respect the rights of all participants, particularly those in vulnerable or dependent positions. Uphold standards of fairness, informed consent, and confidentiality.

5. Appearance

- Dress professionally, in a manner that is neat, appropriate, and inoffensive at all times during coaching activities.