

## **SportWays Ethical Code of Conduct (SECC)**

We hope that our SportWays Ethical Code of Conduct will be a source for multiple field hockey organizations to embrace professionalism and put safety first.

In the text below the following terms are being used:

- Event – all overnight camps, day camps and clinics organised by SportWays;
- Staff – all leaders, coaches and volunteers involved in SportWays hockey events;
- Core Staff – Staff ultimately responsible for events;
- SECC - SportWays Ethical Code of Conduct;
- Participants - kids with different ages participating in field hockey events organised by SportWays.

### **The purpose of SECC**

The purpose of the SECC is to guarantee the health and safety of all participants and Staff during a SportWays event. The SECC is a guide for desirable behaviour during and around our events. It indicates the boundaries for Staff and how a Staff member should act during a SportWays event. From experience, we know that during social sports activities physical contact is inevitable.

The SECC invites you to think about your behaviour and to discuss it and that of the people around you.

### **Personal boundaries**

Not everyone appreciates physical contact and everyone has the right to their own physical space. Therefore, it is important there is an environment where minors feel free to set their own boundaries; verbally or with the use of body language.

- Staff should realise not every participant is able to stand up for themselves and must be alert to both verbal and nonverbal cues. Even if the physical contact is innocent and with good intentions. (helping someone out of the water at survival)
- Staff have to be aware of their educational role and that they are a role-model for minors.
- Staff should respect the personal boundaries of minors and feel responsible that he or she, also applicable to other Staff members, do not cross these boundaries.
- Staff should be aware of the intimacy of their setting and adapt their behaviour.

### **Clear boundaries**

Boundaries concerning contact with participant is hard to define but there is one very clear boundary:

All sexual contact between Staff and participants is not admissible. This applies to all sexual acts. Any sexual contact between Staff and minors is a serious professional misconduct. This SECC sets behavioural rules, norms and values that every SportWays Staff member should be aware of, must act on and needs to follow. These rules and ethical code are discussed at every training event (at least twice a year) and must be signed by each Staff member before the events starts. This SECC, without exception, applies to every Staff member who is involved at a SportWays event.

### **Our basic values:**

- Each participant should have a fantastic (hockey) experience.
- Each Staff member is responsible for the choices he or she makes and are accountable as a person for his or her own behaviour.

### **Respect**

- Each participant is treated equally and with respect. No one is favoured or discriminated against.

- Each Staff member takes into account the level of development, the potential and needs of each participant (physical, emotional, intellectual, social and spiritual) during a SportWays event.
- These topics will never be patronised, being treated indifferently or with excessive admiration towards a participant.
- Each Staff member respects the physical space of each participant and other Staff member.
- Each Staff member has a responsibility to stand up for the values of a participant if it's in a fragile situation and can't protect itself.
- Each Staff member is respectful to the cultural inheritance, property and environment of each participant. In this aspect, the Staff leads by example and needs to be aware of their function as a role-model.
- Each Staff member is respectful of the materials, accommodation and environment where we organise events. We coach the participants to do the same.

### **Integrity**

There is only a limited time for Staff to gain a trustworthy relation with the participants of a SportWays event. This is only possible if a participant can trust and sense that the Staff member has honourable motives.

Integrity and being honourable are important qualities of our Staff members.. These qualities concern all Staff members, when not living up to these qualities a staff member can bring a camp into disrepute.

Concerning the above the following guidelines are important to keep in mind;

- Each Staff member starts the relationship with the participant with integrity. This is based on an "open minded attitude", being honest, mutual trust, respect and positivity.
- Each Staff member will refrain from engaging in practices that exceed the local law or go beyond generally accepted rules of decency. He/she does not bring him/herself into disrepute. Each Staff member ensures the integrity of each participant on the physical, mental and social level and doesn't act in a way that could damage the integrity of the participant.
- Each Staff member regards all information given to him/her by the organisation of SportWays, the parents or the participants as confidential.
- Staff will refrain from interfering in the participant's privacy more than is necessary.
- Staff will abstain from any form of sexual (power) abuse or sexual harassment against the participant.
- Staff will refrain from sexual, verbal and nonverbal harassment such as; sexual comments, touching, etc.
- Staff approaches a sick or injured participant with sincere interest and consideration.
- The Staff is aware of the difference in authority between him/her and the participant and will act respectfully.

### **Safety**

The safety of all participants and Staff members have the highest priority during a SportWays event, at any time. During all field hockey camps, we will work with the four-eyes principle. This concerns all interactions involving a participant, where there always need to be a minimum of two Staff members together and/or another participant (four-eyes) when needed to be alone with a participant.

- It is the obligation of every Staff member to inform the Core Staff if there is a concern about a participant.
- Parents are informed by the Core Staff if there is an excessive concern about the welfare of their participant(s).

### **Responsibility**

Each staff member takes his/her responsibility when entering a trustworthy relationship.

- Taking care and living up to this responsibility is of influence on the SportWays staff and organisation:
- Each staff member is responsible for knowing and understanding the contents of this document. SportWays will ensure you read and sign this document before you start the event.
- No staff member may smoke or drink in the presence of the participants.
- A staff member may never make any sexual remarks towards participants or other Staff members.

### **Professionalism**

Each Staff member is a representative of SportWays, therefore, he/she will act loyal and positive towards participants and parents with regards to the organisation.

- Each Staff member is aware of the limits of his or her expertise and acts accordingly.
- In cases where the conduct doesn't meet requirements directly, it is the responsibility of the staff to act properly.
- A Staff member doesn't make agreements that oppose this conduct.
- A Staff member, even when they're not participating at a SportWays event, takes the rules of the SECC into account. For example, in contact with participants through social media. All information we (SportWays organization and Staff members) gather through parents and participants, both written and verbal, will be treated confidentially even after the camp has ended and for as long as necessary.
- When Staff members of SportWays don't respect this code of conduct there will be one or more of the following measures:
  - When there is a violation of local law the organisation will report this to the police.
  - Exclusion from SportWays events, also, if it's a non-legal violation. A registration of these can be made to other organisations.
  - A fine will be issued when the name of SportWays is impaired.

In severe matters, a counsellor can give advice to the victim about any steps to follow.

In the SportWays organisation, this is: Mrs. J.S. Janssen (020-6622157, [jolijn@sportways.com](mailto:jolijn@sportways.com)).

The question whether someone is or isn't breaking the local law can not only be answered by applying the SECC.

The SECC offers no protection from prosecution to those who strictly adhere to this document. Nor can someone be prosecuted based on violations of rules in this SECC alone. On the other hand, following or ignoring this SECC can be seen as an argument in legal procedures. Depending on the circumstances, it can be used as an exculpatory or incriminating factor in the judgement.

This Code of Conduct is governed by Dutch law.

This Code of Conduct is the English translation of the Dutch text and in the event of discrepancies the Dutch text will prevail.

Furthermore, we require everyone who is involved as a Staff member, in any way possible, to notify the SportWays organisation in case of a criminal record while working with minors (sex offences). We appreciate it when a Staff member can provide us with a 'criminal record check' of their country.

This document is an "open" document which means that it can be updated at all times for the purpose of improvement.

SportWays pays a lot of care and attention to the selection of their programs, training schedules, manuals and other documents used around and during the events. Therefore,

none of these documents should be given or sold to competitors.  
If this agreement is violated and documents are shared or sold, a fine of € 10.000,= can be given. By signing this document a Staff member agrees to these terms.

The SportWays code of conduct are based on:  
The United Nations, in 1989, the International Rights of the Child (Also: CRC)  
NL coach, 2005, Occupation Code  
NOC\*NSF, 1997, conduct  
Dutch Association for Professional Coaches (NOBCO) Code of Ethics  
NVAGT, 2011 Occupation Code  
The Dutch Association of Voluntary Organizations (NOV), general principles  
KNSB, Code of Conduct  
SportWays rules contained in the SportWays Staff intake and training  
SportWays, May 2020

Nieuwe Kalfjeslaan 21C, 1182AA Amstelveen, 020-6622157: [info@sportways.com](mailto:info@sportways.com)