



# CANADIAN SWIMMING COACHES ASSOCIATION

## CODE OF PROFESSIONAL CONDUCT

### Preamble

This Code has been prepared by the CSCA as a professional and ethical guide for Canadian swim coaches who are members of CSCA.

The conduct and ethical behaviour of a professional is determined by the degree of respect with which a professional interacts and communicates with swimmers, their families, peers and the public. Coaches and teachers have a responsibility to encourage autonomy and personal growth and to ensure that athletes train and perform in suitable and safe settings.

In addition to serving these groups, a professional also has an obligation to the profession, and thus to the CSCA. The intent of this Code is to define the appropriate parameters for these interactions and obligations, and thus to identify a standard for appropriate behaviour.

Compliance with this Code, as with all law in a civil and democratic society, depends primarily upon understanding and voluntary compliance; secondarily upon reinforcement by peer and public opinion; and finally, when necessary, upon enforcement through disciplinary proceedings.

Coaches and teachers may experience conflict between different ethical principles, between ethical and legal requirements, and between their own ethical convictions and those of others. Training and professional development related to ethics is recommended for all Members, in order to develop knowledge and skills for dealing with these conflicts. Members are also encouraged to consult with others having relevant expertise on ethical matters.

This Code does not exhaust the moral and ethical considerations that should guide a CSCA Member, for no worthwhile human activity can be completely defined by rules and regulations. This Code simply provides a framework for the ethical coaching and teaching of the sport of swimming.

### Definitions

The following terms have these meanings in this Policy:

- a. *“Abuse” – Abuse is the intentional or reckless act of causing harm, injury, or distress to another person, either physically, emotionally, sexually, or psychologically. It can also involve the misuse of power, trust or control in relationships, often to manipulate or dominate others.*
- a. *“Bullying” - is offensive behaviour and/or abusive treatment of an individual that typically, but not always, involves an abuse of power. Examples of behaviour that may constitute Bullying include, but are not limited to:*
  - i. Spreading malicious rumours, gossip or innuendos with the intent of causing harm or suffering to an individual;
  - ii. Excluding or isolating an individual socially with the intent of causing them harm or suffering;
  - iii. Making offensive jokes or derogatory comments to an individual or to others;
  - iv. Yelling, verbally berating or using profanity;
  - v. Assigning unreasonable duties or workload which are unfavourable to an individual;or

- vi. Any form of cyber bullying which can include:
  - 1. Sending mean or threatening emails or text/instant messages
  - 2. Posting embarrassing photos of someone online
  - 3. Creating a website or post on any form of social media to make fun of others
  - 4. Pretending to be someone else
  - 5. Tricking someone into sending pictures or videos or revealing personal information
  - 6. Sending personal information (including pictures and videos) about someone else to a third-party
- b. *"CCES" – Canadian Centre for Ethics in Sport*
- c. *"Club" – A Swim Club registered with a PSO*
- d. *"CSCA" – Canadian Swimming Coaches Association*
- e. *"CSSP" – Canadian Safe Sport Program as administered by the CCES*
- f. *"Members" – All categories of membership within the Canadian Swimming Coaches Association.*
- g. *"Person in Authority" – someone who has the power or right to give orders make decision or control others, due to their position or role.*
- h. *"PSO" - Provincial Sport Organization*
- i. *"Registrant" - Includes any individual affiliated with the CSCA including Directors, volunteers, course instructors, staff, and members of CSCA committees. Registrants may also be – but are not necessarily – Members.*
- j. *"SNC" - Swimming Canada*
- k. *"WA" – World Aquatics*
- l. *"WPS" – World Para Swimming*
- m. *"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 Persons in Authority).*

### **Purpose**

- 2. The purpose of this Code of Professional Conduct is to ensure a safe and positive environment within the CSCA and for its Members and Registrants.

### **Application**

- 3. This Code applies to Members and Registrants conduct that may arise during the course of their professional activities; including but not limited to, office environment, competitions, practices, training camps, travel, and meetings.
- 4. This Code also applies to conduct that may occur outside of Members and Registrants professional activities when such conduct adversely affects relationships within the CSCA or affiliated Clubs, Provincial, National and International Federations, or when such conduct is detrimental to the image and reputation of the CSCA, third parties, and/or their respective members. Such applicability will be determined by the CSCA.
- 5. The CSCA is committed to providing an environment in which all individuals are treated with respect. All Members and Registrants are expected to conduct themselves at all times in a manner consistent with the values of the CSCA that include fairness, integrity, open communication and mutual respect.
- 6. Conduct that violates this Code of Professional Conduct may be subject to sanctions in accordance with the CSCA's Discipline and Complaints Policy or the applicable Club, PSO, SNC or CSSP's policy

for discipline and complaints. At the discretion of the CSCA, the CSCA may determine jurisdiction to such complaints to the applicable Club, PSO, SNC or the CSSP. This decision is not appealable.

7. The CSCA adopts and adheres to the Canadian Anti-Doping Program (the “Program”). Any infraction under the Program will be considered an infraction of this Code of Professional Conduct and may be subject to further disciplinary actions, and possible sanction, pursuant to the applicable PSO’s or SNC policy for discipline and complaints. The CSCA will respect any penalty enacted pursuant to a breach of the Program.

### **Personal Conduct**

8. All Members have a responsibility to:
  - a. Consistently display high standards and to project a favorable image of the sport and of coaching to swimmers, other coaches, officials, administrators, spectators, the media and the general public.
  - b. Consistently demonstrate the spirit of sportsmanship, sports leadership and ethical conduct.
  - c. Ensure that the rules of competitive swimming, and the spirit of such rules, are adhered to.
  - d. Refrain from any behaviour that constitutes Abuse
  - e. Refrain from any behaviour that constitutes Bullying.
  - f. Display respect, treat all persons equally within the context of their coaching activity and refrain from any behaviour that constitutes discrimination, regardless of body type, physical characteristics, athletic ability, race or perceived race, nationality, ancestry, colour, national or ethnic origin, citizenship, creed, sex, sexual orientation, gender identity or expression, age, class, marital status, family status, religion, political belief, genetic characteristics, impairment, physical or mental disability, economic status or source of income
  - g. Act when appropriate, to prevent or correct practices that are unjustly discriminatory.
  - h. Focus comments or criticism appropriately and avoid unwarranted public criticism of coaches, athletes, officials, organizers, volunteers, employees and members.
  - i. Refrain from disseminating misinformation that would adversely affect public health.
  - j. Not misuse alcohol or marijuana in the presence of swimmers, or while in a position of trust and responsibility nor will Members use illegal or performance-enhancing drugs.
  - k. Refrain from any violation of anti-doping rules under the World Anti-Doping Code. Such violation will be an automatic violation of this Code, as will a conviction relating to possession or trafficking of any illegal or banned substance.
  - l. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport, 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)
  - m. Refrain from engaging in deliberate cheating which is intended to manipulate the outcome of a competition and/or not offer or receive any bribe which is intended to manipulate the outcome of a competition.
  - n. 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. Members should abide by the policies applicable in their respective jurisdictions (e.g. SNC, PSO, employer, etc). Types of behaviour that constitute harassment include, but are not limited to:
    - i. Written or verbal abuse, threats, or outbursts
    - ii. Persistent unwelcome remarks, jokes, comments, innuendo, or taunts
    - iii. Leering or other suggestive or obscene gestures
    - iv. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions

- v. Practical jokes which endanger a person's safety, or negatively affect performance
  - vi. Any form of hazing
  - vii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing.
  - viii. Unwelcome sexual flirtations, advances, requests, or invitations
  - ix. Physical or sexual assault
  - x. 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.
  - xi. Retaliation or threats of retaliation against an individual who reports harassment to CSCA.
- o. 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. Members should abide by the policies applicable in their respective jurisdictions (e.g. SNC, PSO, employer, etc). Types of behaviour 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
  - vii. Communication of a sexual nature in any form, including but not limited to social media, texts or any other forms of electronic communication.
- p. Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.
- q. Respect the property of others and not willfully cause damage.
- r. Comply at all times with the Bylaws, Policies, Rules and Regulations of the CSCA, as adopted and amended from time to time.
- s. Adhere to all Federal, Provincial, Municipal or host country laws.

### **Coach-Coach Relationships**

9. All Members have a responsibility to:
- a. Not impugn the reputation of other coaches and teachers for personal motives.
  - b. Ensure that in any matter relating to changing the swimmer-coach professional relationship of a swimmer, the initial discussion of such potential change must be initiated by the swimmer, the swimmer's family where the swimmer is a minor, or the swimmer's coach, and not by any other coach or other interested party.
    - i. Members of Canadian based post-secondary institutions are permitted to directly approach swimmers in accordance with applicable U SPORTS recruiting regulations. Any complaint relating to a breach of U SPORTS policies and procedures shall be directed to U SPORTS.
    - ii. The CSCA recommends that the University/College coach work with the athlete to ensure that the swimmer's parents and current home club coach are aware of the Varsity contact.
    - iii. The CSCA recommends that the University/College coach keep the home club coach informed throughout the recruiting process and when possible, give the home club coach the courtesy of letting them know if / when they plan to approach one of their athletes

- c. In any situation that results in a coach working directly with a registered swimmer from another club program (e.g., private lessons), the CSCA recommends that, and wherever possible, the home club coach should be informed of the informal working relationship.
- d. Accept and promote the swimmer's personal goals and refer swimmers to other coaches and sport specialists as appropriate.
- e. Act in the best interest of the swimmer's development as a whole person.
- f. Ensure that upon a swimmer changing coach affiliations communicate and cooperate in the exchange of information in the best interests of the swimmer wherever possible.
- g. Ensure that all coach recruitment communications are professional and in an appropriate environment. Members will refrain from recruitment on-deck during competition.

### **Coach-Athlete Relationship**

10. All Members have a responsibility to:

- a. Ensure that activities being undertaken are suitable for the age, experience and ability of the swimmer.
- b. Ensure that language being used, verbally or in written form, is suitable for the age of the swimmer.
- c. Communicate and cooperate with medical and sport professionals in the training, treatment and management of their athletes.
- d. Not disclose personal information pertaining to a swimmer without the swimmer's consent unless such disclosure is required for the purposes of doping control, is required for emergency medical treatment, or is otherwise required by law.
- e. Refrain from any behaviour that abuses the power inherent in the coaching position.
- f. Ensure that interactions between an athlete and an individual who is a Person in Authority should normally, and wherever possible, be in an environment or space that is both open and observable to others.
- g. Refrain from any behaviour that encourages inappropriate physical or emotional intimacy between the Member and swimmer. Such behaviour will be construed as sexual misconduct under this Code and will represent an automatic violation.
- h. Never engage in a sexual relationship with a minor.
- i. Never engage in sexual relations with swimmers whom they coach, regardless of the swimmer's age.

### **Coach to Community**

11. All Members have a responsibility to:

- a. Adhere to any decision of a court, the CSCA, or affiliated Provincial, National and International Federations, regarding a Member that reflects adversely on the profession of coaching, on CSCA, or on the sport of swimming in general
- b. Notify the CSCA no later than seven (7) days of any dismissal from any coaching position for cause, and the facts and circumstances related to such dismissal.
- c. Notify the CSCA within seventy-two (72) hours, of any dismissal from any employment position for cause, and the facts and circumstances related to such dismissal.
- d. Notify the CSCA within seventy-two (72) hours of any pending or formal charges, convictions or sanctions including those from a sport body, private tribunal or government agency.
- e. Immediately notify the CSCA of any observation or knowledge of unprofessional conduct and/or fraudulent misrepresentation of any Member.

**Coach to Profession**

12. All Members have a responsibility to:

- a. Not misrepresent their background, experience, qualifications, accomplishments, affiliations or professional competence to the CSCA, to any client or prospective client, or in any publication, broadcast, lecture or seminar.
- b. Recognize that professional self-regulation is a privilege, and that each Member has a continuing responsibility to merit this privilege and to support the CSCA and its representatives.
- c. Collaborate with other coaches, sport professionals and colleagues.
- d. Declare any conflict of interest(s) and/or competing interest(s) when they arise and seek to manage them in a manner that respects the best interests of all those involved.

**Coach to Outside Organizations**

13. All Members have a responsibility to:

- a. Respect disciplinary sanctions imposed by the CSCA, SNC, PSO, and any other international or Canadian body that govern sport, the sport of swimming and/or coaching.
- b. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision 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).
- c. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision who has incurred a sanction and is currently serving a period of ineligibility imposed by a Club, the CSCA, SNC, WA, WPS, the CCES, national sport governing bodies inside and outside of Canada, provincial and territorial bodies within Canada, and any other international or Canadian body that govern sport, the sport of swimming and/or coaching

**Approval**

14. This Code was approved by the Board of Directors of CSCA on August 20, 2025.