

The Positive Culture Program

CNBO is an organization that welcomes the swimming community with open arms. We provide a positive environment where all participants have an equal opportunity to safely participate in their sport.

The CNBO Board of Directors has embarked on a Positive Culture development program based on nine core values which are:

- respect;
- caring;
- determination;
- honesty;
- intergity;
- responsibility;
- trust;
- fairness;
- and belonging.

This document is intended to create a collective awareness of the importance of shared responsibility among all participants, athletes, parents, coaches and other stakeholders in creating and maintaining a positive culture at CNBO.

Code of Conduct

As members of the CNBO community, athletes, parents/guardians and the coaching staff accept the shared responsibility required from everyone and are committed to the creation, promotion and maintenance of a Positive Culture at CNBO.

Athlete Responsibilities

As a CNBO athlete, I am committed to doing my part to promote the well-being, health and safety of CNBO members:

- I am aware of how my words and actions might be received by others, even with the best of intentions;
- I remain alert to signs that others are being harassed, bullied, or otherwise hurt;
- I take action, respectfully. I report any inappropriate conduct to a CNBO official, either a member of the coaching staff or the Board of Directors, whether or not I am the direct target of the conduct;
- I understand that these behaviours are expected of me at all times; in person as well as on social media;
- I understand that if I choose not to abide by this code of conduct, the CNBO team will be obligated to impose one or more appropriate disciplinary sanctions as per the Complaint Management Policy.

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Respect for others

- I pledge to act with respect, honesty, trust and kindness towards all those with whom I come in contact through sport;
- I will refrain from comments or behaviour that are abusive, offensive, racist, sexist or demeaning to others;
- I do not harass or tolerate harassment by others;
- I respect others as individuals and treat them with respect and dignity regardless of age, appearance, ancestry, color, race, citizenship, ethnic origin, place of origin, language, creed, religion, athletic potential, disability, family status, marital status, gender identity, gender expression, sex or sexual orientation;
- I respect the privacy of others;
- I respect the property of others;
- I understand the damage of rumours and will not participate in spreading them;
- I do not endanger the physical, mental or emotional health and safety of others through my words and actions.

Self-Respect

- I act with fairness and integrity in the pursuit of excellence in the practice of our sport and within our sport community;
- I take care of my physical, mental and emotional well-being;
- I nourish my body and mind in a positive manner;
- I accept myself as I am;
- I practice a drug-free sport and accept drug testing.

Respect for sport

- I strive for personal and team excellence in sport;
- I contribute to the positive culture of the sport community through my words and actions;
- I do not interfere with the competitive preparation of other competitors or teammates;
- I honour and respect the spirit and traditions of the sport;
- I respect the decisions of coaches, judges and officials;
- I promote and encourage the sport.

Respect for CNBO

- I accept the rules, policies and procedures of CNBO;
- I will comply with reasonable requests from CNBO representatives;
- J'accepte d'être ambassadeur du sport et du CNBO;
- I will refrain from any action that may bring the sport or CNBO into disrepute;
- I respect the material goods, equipment and facilities. I will refrain from vandalism, theft and other forms of mischief.

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Responsibilities of Coaches and CNBO

- To encourage and preserve the present and future health and well-being of athletes;
- To ensure that everyone is treated equally regardless of athletic potential, age, appearance, ancestry, color, race, citizenship, ethnic origin, place of origin, language, creed, religion, disability, family status, marital status, gender identity, gender expression, sex or sexual orientation;
- Preserve the dignity of each individual when interacting with others;
- Maintain the confidentiality and privacy of personal information and use it appropriately;
- Refrain from harassing behaviour or inappropriate relationships with athletes;
- Maintain dignity in all circumstances and exercise self-control;
- To ensure that training and competition sites are safe at all times;
- Be prepared to respond quickly and appropriately in the event of an emergency;
- Avoid putting athletes in situations that present unnecessary risks or are not appropriate to their level;
- Refer all complaints to the CNBO conduct committee.

Parent/Guardian Responsibility

Parents/guardians play an important role in creating a love of sport and physical activity in their children. Your positive interactions will go a long way in helping your child achieve and maintain a healthy, active lifestyle as an adult.

As a parent/guardian, I accept shared responsibility for the development, promotion, and maintenance of the positive culture at CNBO and pledge to:

- Demonstrate, through my words and actions, the example of the positive culture expected of athletes and coaches in all my interactions within the CNBO community;
- Guide my child in respecting and observing the CNBO Code of Conduct;
- To encourage and preserve the present and future health and well-being of athletes;
- Be a source of support and encouragement, not a source of pressure;
- To define with my child what success means to them and to adapt my expectations and goals to those of my child. While success can be measured by performance results at the end of an event, success can also be measured by skill improvement and effort;
- Look for small successes in my child's sport and focus on their well-being rather than the end result. This will help my child develop a sense of accomplishment, belonging and competence;
- Encourage my child without comparing them to other athletes, children grow and develop at different rates. Let's celebrate their accomplishments wherever they are in their journey.

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Procedures for reporting inappropriate behaviour

1. Communicate/report

When a member of the CNBO community becomes aware that inappropriate behaviour has taken place, his or her first responsibility is not to propagate or encourage the behaviour. His/her second responsibility is to report the situation in a civil and respectful manner as soon as possible, and as appropriate:

- To the individual(s) demonstrating the behaviour in question;
- To a trusted CNBO representative, either a member of the coaching staff or the Board of Directors.

It is important to provide the opportunity for the individual(s) who caused the inappropriate situation to understand the impact of their behaviour on other members of the CNBO community and the opportunity to adjust and correct their behaviour. CNBO encourages members to be aware of the CNBO Complaint Filing and Management Policy (*CNBO – Filing and Managing Complaint.pdf*).

2. Ongoing and/or Serious Behaviour

When inappropriate behaviour continues despite efforts to resolve the situation informally, or when the behaviour is of a serious nature, CNBO has developed the Complaints Filing and Management Policy (*CNBO - Filing and Management of Complaints.pdf*) to guide a resolution process.

CNBO implores anyone who is a victim or witness to ongoing and/or serious inappropriate behaviour to contact a trusted CNBO representative, either a member of the coaching staff or the Board of Directors, as soon as possible to stop the behaviour and begin the formal resolution process.

Definitions

RESPECTFUL BEHAVIOUR

Behaviour that is kind, recognizes the value of each person and treats others with fairness and dignity. This includes acting and communicating with respect, personal integrity, professionalism, openness and civility.

INAPPROPRIATE BEHAVIOUR

Behaviour, words or actions that "ought reasonably to be known" as unkind, hurtful, harmful, directed at a person or group of people. It is sometimes difficult to separate a "joke" (words or actions that are intended to make people laugh) from inappropriate behaviour. It is important, before saying or doing something, to consider how the words and actions will be received by others, even if they are not intentionally inappropriate.

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SERIOUS INAPPROPRIATE BEHAVIOUR

Examples of behaviours, words or actions that "should reasonably be known" as serious inappropriate behaviour include:

- Discrimination;
- Harrassment;
- Sexual harassment;
- Bullying;
- Intimidation;
- Verbal, mental and sexual abuse;
- Revenge;
- Criminal actions;
- Abuse of power;
- Use of force;
- Vandalism

HARASSMENT/BULLYING/INTIMIDATION

Generally, this is a repeated and targeted pattern of behaviour that is intended or "reasonably should be known" to cause fear, intimidation, humiliation, distress or other forms of harm. The impact may be physical or mental, damaging a person's body, feelings, self-esteem, reputation or property. Bullying can be overt or subtle, direct or indirect, and can occur in person, in writing, or through the use of technology such as social media, text, or email.

DISCRIMINATION

Discrimination occurs when a person intentionally or unintentionally discriminates on the basis of age, appearance, ancestry, color, race, citizenship, ethnic origin, place of origin, language, creed, religion, athletic potential, disability, family status, marital status, gender identity, gender expression, sex, or sexual orientation, real or perceived, that has the effect of causing injury, imposing burdens, obligations, or disadvantages on an individual or class of individuals that are not imposed on others, or denying or limiting access to opportunities, benefits, and advantages available to other individuals in the community.

SEXUAL HARASSMENT

Sexual harassment is behaviour of a sexual or romantic nature that is known or "reasonably should be known" to be inappropriate, offensive or unwelcome. Sexual harassment can also be harassment based on sex, gender expression, sexuality, etc. It may be a single incident or a series of incidents. Sexual harassment can be coercive or subtle in nature. It may be a solicitation or an advance where the person should reasonably know that they are not appropriate and/or not welcome. It is never appropriate for a person in a position of authority to make sexual or romantic solicitations or advances to athletes. "Retaliation/revenge" or threats of retaliation against a person for rejecting such is sexual harassment. It may also include physical comments, gestures or conduct of a sexual nature, or inappropriate sexual or romantic comments or actions.

RETALIATION/REVENGE

Taking or threatening to take action against an individual as a result of an interaction or dispute especially in cases:

- As a result of exhibiting inappropriate behaviour;

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- As a result of reporting inappropriate behaviour;
- In order to influence the intent of an individual (victim or witness of inappropriate behaviour) to report an inappropriate situation.

Retaliation may also include a change in behaviour (usually disrespectful) toward an individual, attempting to negatively affect an individual's participation or satisfaction in the sport or within the CNBO community. Retaliation does not include a good faith report of a violation of this policy or a good faith response to a report under this policy.

« SHOULD BE REASONABLY KNOWN »

This objective assessment of how a specific behaviour might generally be received is used in identifying inappropriate or serious situations and behaviours. An objectively reasonable person would understand that the behaviour is inconsistent with the definition of respectful behaviour.