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# CODE OF CONDUCT

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## **1. BACKGROUND**

- 1.1. The Nor'Westers Athletic Association (NWAA) Code of Conduct has been developed to outline expected rules of behavior, states club values, provides guidance and recommended actions so that all members know exactly what is expected of them. The Code of Conduct shall be published on the website for information to all members.

## **2. APPLICATION AND JURISDICTION**

- 2.1. The Code of Conduct applies to all NWAA members. This includes individuals participating as players, coaches, officials and administrators, here and after referred to as members.

## **3. CONDUCT OF MEMBERS**

- 3.1 Members of NWAA shall maintain a high standard of moral and ethical conduct, which includes self-control and responsible behaviour, consideration for the physical and emotional well-being of others and good manners on the field and in public places.
- 3.2 Shall co-operate in ensuring that the spirit and the Laws of the Game are upheld.
- 3.3 Shall accept and observe the authority and decisions of referees, touch judges, Match Officials and all other rugby disciplinary bodies. Shall refrain from any sort of intimidation and threats to the above mentioned bodies.
- 3.4 Shall not to do anything that adversely affects the Game of Rugby or the Club.
- 3.5 Members of the NWAA have a responsibility for their own behaviour while attending games, trainings, and events.
- 3.6 No member of the NWAA shall commit a criminal offence while engaged in a game, training, or club events.

## **4. COMPLAINTS**

- 4.1. Any complaints, except for reports from referees arising from incidents occurring within the playing enclosure, concerning a violation or breach of this Code of Conduct by a member shall be delivered in writing to the NWAA board.
- 4.2. All complaints shall be dealt with by the corresponding Director and/or VP of Athletics.



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## 5. DISCIPLINARY ACTION

- 5.1. If any member of NWAA fails to comply with this Code of Conduct on, or off the field of play, the member may be subject to disciplinary action which may include reprimand, suspension or expulsion from NWAA.
- 5.2. Disciplinary action taken towards a club member that affects his/her playing eligibility, coaching eligibility, and/or membership by a director or board member will follow the protocol stated below:
  - 5.2.1 Provide details of the decision and rationale explaining why the decision was made;
  - 5.2.2 Be preceded by two verbal warnings followed by a written warning to be signed by the member. The written warning must be signed by the member, failure to do so will result in immediate disciplinary action;
  - 5.2.3 Advise the member of his/her right to appeal the decision to the Executive Board within 30 days of receiving notice of the disciplinary action;
  - 5.2.4 Notify the Executive Board of the disciplinary action taken;
  - 5.2.5 Inform the member that he/she must initiate the appeal process by submitting a written appeal to the NWAA Executive Board.
- 5.3. The Director should attempt to resolve the situation (if possible) prior to an appeal being initiated with the Executive Board. If a member is not satisfied with the Director's explanation, the member has an opportunity to appeal the decision to the Executive Board.

## 6. APPEAL POLICY

- 6.1 To initiate the appeal process, the member must submit a written notice requesting an appeal to the Executive Board. When submitting an appeal, the member must identify the decision that is being appealed and the reason for appeal.
- 6.2 The Executive Board will then create a sub-committee consisting of 3 members in good standing and unbiased to the situation to review the appeal. The sub-committee will schedule a meeting and notify the member of the date, time, and location. Member's attendance is optional.
- 6.3 The Sub-committee may confirm, vary or reverse the original decision. A majority vote is required by the Sub-committee. If a majority vote is achieved, the Sub-committee must also determine if a probationary period should be established and what limitations and conditions (if any) will apply to the reinstated member.



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- 6.4 Once approved, the member must complete the appeal agreement which states the terms of any conditions the Sub-committee deems necessary. Two members of the Executive Board must sign this agreement as final authorization for the reinstatement.
- 6.5 If an appeal is denied, the member must complete the remaining duration of their suspension. The appeal process should have no effects on the terms or length of the original suspension. When the original suspension is completed, the Sub-committee reserves the right to apply any probationary periods, limitations or conditions it deems necessary to the reinstatement of the member.
- 6.6 Only one appeal is permitted for each suspension or disciplinary action.
- 6.7 Should the suspended member request written reasons for a decision, this will be granted and delivered in a timely fashion.

## **7. REVISION AND APPROVAL**

- 7.1. This policy shall be reviewed by the NWAA on a regular basis, who may recommend revisions to the general membership at the AGM.