

Code of Conduct of the North Bay Canoe Club

This Code of Conduct applies to all members, parents, chaperones and other volunteers of the North Bay Canoe Club when participating in club activities or club-related events. Members of NBCC and other clubs, officials and spectators

- should be treated with dignity and respect
- should have freedom from any form of harassment

Members, parents, chaperones and volunteers must

- be responsible for their own actions
- follow club rules
- be co-operative with and respect the coaching staff
- respect the decisions of the Board of Directors, including those in the posted Club Policies
- refrain from shouting, rough play, throwing objects, horseplay on the dock
- be courteous in the use of language and avoid using any profane, vulgar, threatening, harassing or insulting expressions
- seek assistance of staff to resolve disagreements
- maintain a clean and safe environment
- show proper care for boats and paddles, including:
 - use of boat racks for set up and post-practice cleaning
 - two people per any boat being moved on land for Bantams and under and for any tandem boat being moved on land by any age group. Four people per four-person boat for any age group. A minimum of 8 people per war canoe when moving on land.
 - removal of sand, weeds, garbage, dirt and water from boats after races and practices
 - refrain from pushing in sand with any paddle blade
 - not dropping boats on the ground
 - careful placement of boats on racks in bays to avoid falling off.
 - Carefull padding and strapping of boats onto trailer for travelling
- show proper care for club property and the property of others
- respect and abide by decisions regarding regatta entries and the crews for team boats made by the coaching staff
- not drink alcohol, smoke, possess or use illegal drugs at or near the Canoe Club
- not drink alcohol under-age at Canoe Club related events or competitions
- drive in a manner to endanger other members (on water or on land)

Violence in any form will not be tolerated: verbal and physical intimidation or assault, etc. Conduct contrary to the code above is "injurious to the club" and can lead to suspension or termination of membership privileges.

Guidelines for Discipline of the North Bay Canoe Club

These Guidelines for Discipline apply to all members, parents and volunteers of the North Bay Canoe Club for all club and club-related activities. Incidents are cumulative. Corrective action and interventions by the club that do not result in change or improvement will result in escalating consequences in the form of suspensions and finally termination of membership.

The Disciplinary Procedure shall include

1. A verbal warning, with a written record kept of the verbal warning
2. A written warning
3. An invitation to a documented interview with the Disciplinary Committee; in the event that the invitation is declined, a documented meeting and action by the Disciplinary Committee
4. A suspension of membership privileges for a given time
5. A termination of membership privileges.

A member with paddling privileges may have his/her membership suspended and/or revoked for the neglect of safety standards of the North Bay Canoe Club. An infraction involving the refusal to comply with safety regulations shall mean an immediate suspension of membership privileges for a length of time

Code of Conduct of the North Bay Canoe Club

determined by the Head Coach and the Commodore. A member and/or his/her parent may appeal this suspension by requesting a meeting of the Disciplinary Committee.

A Letter of Warning will result from:

- Verbal corrective action by staff or disciplinary committee being ignored

Suspension from classes or competitive events will result from:

- Outright disobedience and disrespect to a staff member
- Refusal to abide by selection to team boats
- Any other action which violates the Code of Conduct upon decision of the Disciplinary Committee following a meeting to which the member has been invited to attend

For major infractions there will be an automatic suspension and possible expulsion. The police may be called. Major infractions include:

- Drinking underage
- Use of illegal drugs or possession of drug-related items
- Speeding or dangerous driving near the club or at away regattas (on water or land)
- Violence or threats of bodily harm

Members who destroy or damage club property will be required to pay the cost of repair or replacement. If fees are not paid within 2 weeks of being due, an invoice generated by the Treasurer (copied to the Commodore and Secretary) requesting payment will be hand-delivered or mailed, notifying the member that membership privileges will be suspended in 2 weeks if the fees remain unpaid at that time. Full privileges will be restored when fees are paid in full.

Disciplinary Procedures of the North Bay Canoe Club

Members of the Disciplinary Committee for the upcoming year will be named by the Board of Directors prior to May 1 of each season and is made up of the Commodore, Head Coach and two other Board members. When vacancies occur on the Committee during the course of a year they shall be filled by persons appointed by the Board of Directors.

The Disciplinary Procedure shall include

1. a verbal warning, with a written record kept of the verbal warning
2. a written warning from the Disciplinary Committee
3. an invitation to a documented interview with the Disciplinary Committee; in the event that the invitation is declined, a documented meeting and action by the Disciplinary Committee
4. a suspension of membership privileges for a given time
5. a termination of membership privileges.

All members are permitted to control an immediate safety issue.

Parents may take corrective action for the behaviour of their own children or those who have been entrusted to their care. Concerns about the actions of other paddlers shall be brought to the attention of the coaching staff.

All coaching staff are permitted to make a verbal warning of a disciplinary nature to any paddler. The verbal warning will be followed by a verbal report to the head coach for serious incidents. Repeated minor incidents or a major incident will be reported in writing to the Disciplinary Committee.

Members' written concerns about incidents involving paddlers, parents, general members or staff at the club or competition site will be referred to the Disciplinary Committee.

Members will be encouraged to settle mutual differences between themselves, mediated by a coach or member of the Disciplinary Committee.

Code of Conduct of the North Bay Canoe Club

If the action of a member requires a meeting of the Disciplinary Committee then the committee shall be required to meet within 15 days of a written report regarding the infraction being delivered to the Head Coach, Commodore or Board of Directors. The decision of the Disciplinary Committee must be made available in writing to the member within 5 days of the meeting.

A decision of the Disciplinary Committee shall be appealed to the Board of Directors in the event that the member in question has grounds that the written Guidelines for Discipline were not followed. The request for appeal must be given in writing to the Board within 7 days of the receipt of the written decision of the Disciplinary Committee.