

# Longford Triathlon Club

## Code of Conduct

21<sup>th</sup> February 2023



## Longford Triathlon Club Code of Conduct

Longford Triathlon Club endorses the following code of conduct for Members, service providers and volunteers, particularly those responsible for activities involving persons under the age of 18 years.

Longford Triathlon Club Members, service providers and volunteers should meet the following standard of conduct

### General

#### All Members shall:

1. Abide by the Longford Triathlon Club Constitution and their code of conduct and rules laid down by the sports' governing body, Triathlon Ireland (TI).
2. Encourage and commend fellow members in their training, competition and participation.
3. Uphold the good name and reputation of the Club, both inside and outside of Club activities, and conduct themselves in an appropriate manner.
4. Only train within their abilities and levels of fitness, taking care to warm-up adequately prior to participation and cool-down when finished.
5. Ensure good time management, so as not to delay the start times of sessions they attend.
6. Report any medical conditions, injuries or incidents whether at training or during events.
7. Make oneself available for club marshalling.
8. Report any grievances or complaints to the appropriate member of the Committee.
9. Be full or non-racing members of TI, to ensure they receive the personal insurance cover which TI membership confers. The Club does not provide any insurance cover to Members and will not accept any applicant who is not a TI member.
10. Respect the rights, dignity and worth of others.
11. Be fair, considerate and honest in all dealings with others.
12. Be professional in, and accept responsibility for their actions.
13. Make a commitment to providing quality service.
14. Be aware of, and maintain an uncompromising adherence to, Triathlon Ireland standards, rules and policies.
15. Operate within the rules of triathlon including national and international guidelines and procedures that govern the sport.

**Longford Triathlon Club expects all members, coaches, service providers and officers to abide by this code of conduct, which upholds the principles and values of the organisation. They should recognise that at all times they have a responsibility, and a duty of care to other members, service providers and officers of the club.**

**Specifically, they should –**

1. Understand the possible consequences of breaching Longford Triathlon Club code of conduct and constitution.
2. Immediately report and breaches of Tralee Triathlon Clubs constitution and code of conduct to the appropriate authority.
3. Refrain from any form of abuse towards others.
4. Refrain from any form of harassment toward others.
5. Refrain from any form of discrimination toward others.
6. Refrain from intimate relations with persons with whom they have a supervisory role or power over.
7. Refrain from any form of victimisation toward others.
8. Provide a safe environment for the conduct of activities in accordance with any Triathlon Ireland policy.
9. Show concern and caution toward others that may be sick or injured.
10. Be a positive role model.
11. Take adequate care to avoid any nudity or indecent exposure in communal changing areas or public places.

#### **Competitor/Athlete Code of Conduct**

1. Play by the rules.
2. Never argue with an official and comply with the Race Competition Rules. Always use the appropriate rules and guidelines to resolve a dispute.
3. Control anger and tempers. Verbal abuse of officials and sledging other athletes, deliberately distracting or provoking other athletes are not acceptable or permitted behaviours in any sport.
4. Work equally hard for yourself and/or any team.
5. Be a good sport. Applaud all good performances whether they are made by your team or the opposition.
6. Treat all participants in your sport as you like to be treated. Do not bully or take unfair advantage of another competitor or athlete.
7. Cooperate with your coach, team mates and opponents.
8. Participate for your own enjoyment and benefit, not just to please parents and coaches.
9. Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.

### **Parent/Guardian Code of Conduct**

1. Remember that children participate in sport for their enjoyment, not yours.
2. Encourage children to participate, do not force them.
3. Focus on the child's efforts and performance rather than winning or losing.
4. Encourage children always to play according to the rules and to settle disagreements without resorting to hostility or violence.
5. Never ridicule or yell at a child for making a mistake or losing a competition.
6. Remember that children learn best by example. Appreciate good performance and skilful plays by all participants.
7. Support all efforts to remove verbal and physical abuse from sporting activities.
8. Respect officials' decisions and teach children to do likewise.
9. Show appreciation for coaches, officials and administrators. Without them, children could not participate in sport.
10. Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

### **Spectator Code of Conduct**

1. Remember that children participate in sport for their enjoyment, not yours.
2. Applaud good performance and efforts from all individuals and teams. Congratulate all participants on their performance regardless of the game's outcome.
3. Respect the decisions of officials and teach young people to do the same.
4. Never ridicule or scold a young athlete for making a mistake. Positive comments are motivational.
5. Condemn the use of violence in any form, whether it is by spectators, coaches, officials or competitors.
6. Show respect for other competitors and teams. Without them there would be no competition.
7. Encourage competitors to follow the rules and officials' decisions.
8. Do not use foul language, sledge or harass other competitors, coaches or officials.
9. Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

**Officers (including Committee Members and Race Director) Code of Conduct**

1. Agree to abide by the code of conduct.
2. Be fair, considerate and honest with others.
3. Operate within the rules and Policies of Tralee Triathlon Club.
4. Be professional in actions, language, presentation, manner and punctuality in order to reflect high standards.
5. Maintain confidentiality in regards to sensitive and/or commercial information.
6. Resolve conflicts fairly and promptly through established procedures.
7. Maintain strict impartiality in matters relating to the Member Protection Policy.
8. Maintain a safe environment for others.
9. Show concern and caution towards others.
10. Be a positive role model for others.
11. Respect the rules of Tralee Triathlon Club.
12. Disclose to the committee outside personal business interests they have which may be in conflict with the interests of Tralee Triathlon Club.
13. Conduct purchasing activities of goods/ services in the best interests of the club and its members
14. Ensure that the club accounts accurately reflect the actual operations of Longford Triathlon Club and are not misleading or designed to be misleading.
15. Avoid the unapproved use of Tralee Triathlon Club's resources for personal gain.
16. Use the resources of Longford Triathlon Club in a proper, effective and efficient manner and take proper and reasonable care of the clubs' property and not knowingly use, or permit its use, for unauthorised purposes.
17. Ensure that expenses are not unnecessarily incurred either by themselves or by others.
18. All actions of Officers in carrying out their official duties will be above suspicion and not give rise to any actual or potential conflict of interest, and their dealings with commercial and other interests will bear the closest possible scrutiny.
19. The receipt of gifts and hospitality by Officers from external individuals or organisations and from those with whom they have official dealings, will be governed by the highest standards. For the purposes of these provisions, the term "gift" includes any benefit which is given to an Officer free of charge or at less than its commercial price.
20. Receipt of hospitality that constitutes normal courtesies in sporting and community relations (e.g. attendance at a community/civic/ cultural function) is acceptable.
21. Officers may only accept personal gifts of a reasonable value and will not accept cash, gift cheques or any vouchers that may be exchanged for cash regardless of the amount from external individuals or organisations.
22. Officers will not solicit gifts or hospitality for personal gain.
23. No purchase will be made from, and no sale made to, Officers, or any partnership or company with which Officers have an involvement in their private capacity, in respect of goods or services, unless prior sanction has been obtained from the Committee in which the transaction arises.
24. Officers will not negotiate or arbitrate on any matter affecting a contract or the purchase from, or sale of goods to Longford Triathlon Club where, in their private capacities, they are interested either as principals or as shareholders in a company so involved.
25. Officers will furnish to the committee details relating to business interests including shareholdings, professional relationships etc, which could involve a conflict of interest or could materially influence Officers in the performance of their duties.
26. Any interests of Officers families of which they could be expected to be reasonably aware or a person or body connected with Officers that involve a conflict of interest or could materially influence Officers in the performance of their duties should also be disclosed. For this purpose, persons and bodies connected with Officers include: a) a spouse, partner, parent, brother, sister, child or step-child; b) a body corporate with which an officer is associated; c) a person acting as the trustee of any trust, the beneficiaries of which include the officer or the persons at (a) above or the body corporate at (b) above; and d) a person acting as a business partner of the officer or of any person or body who, by virtue of (a) – (c) above, is connected with the officer.
27. Officers will be considered to have a real conflict of interest when they hold a personal interest, whether direct or indirect, of which they are aware and which in the opinion of a reasonably informed and well-advised person, is sufficient to put into question the independence, impartiality and objectiveness that officers are obliged to exercise in the performance of their duties.

28. Officers will be aware that they may have a perceived conflict of interest when they appear to have, in the opinion of a reasonably informed and well-advised person, a personal interest, whether direct or indirect, that is sufficient to put into question the independence, impartiality and objectiveness that officers are obliged to exercise in the performance of their duties.
29. Officers will resolve a conflict of interest in the best interests of Longford Triathlon Club by declaring their interest to the committee. In circumstances where officers are unsure as to whether or not a conflict of interest exists, or is material, they should discuss the matter with the committee
30. Officers have a responsibility to be loyal to Longford Triathlon Club

## Swim

### All Members shall:

1. Observe and respect the pace and workout routines of other swimmers in their lane, avoiding actions that are likely to interfere with those routines, and maintaining good lane discipline;
2. Be aware of other pool users who may be in distress, or whose actions may cause risk to the Member, and attract the attention of a Club coach or pool life guard in such circumstances;
3. Ensure adequate hydration during swim sessions by bringing a drinks bottle to the poolside;
4. Be aware that surfaces in the facilities are likely to be wet and slippery and therefore take care; and only dive in those areas that are designated safe to dive in.
5. On open water swims, members shall: Wear a wetsuit and brightly coloured swim cap;
6. Use a buddy system and swim in pairs based upon speed and ability;
7. Swim parallel to the bank/shore unless adequate safety cover exists for areas beyond that.
8. Roll on to their back and raise their arm to attract the attention of the safety cover if experiencing any difficulty;
9. Provide the session leader with their emergency contact details and information on any medical issues
10. Not enter water space used by other water sports users unless prior communication for the sole use of a designated space over an allocated time period has been arranged;
11. Shower after swimming, washing open wounds and ears, etc to reduce the risk of infection.

**Note:** All open water swim sessions are on an ad hoc basis and taken at the participants own risk

## Bike

### All Members shall:

1. Wear a correctly fitted and fastened cycling helmet;
2. Ensure that their bike is in good roadworthy condition;
3. Carry some cash, mobile phone, spare inner tubes and a mini-pump on all Club rides;
4. Ensure adequate hydration and nourishment on long rides by carrying drinks bottles and energy bars/ gels
5. Dress appropriately for the weather conditions;
6. Wear reflective clothing and carry bike lights during evening and night sessions;
7. Respect the rules of the public roads
8. Slow down, give way or stop in the interests of courtesy, safety or obligation;
9. Avoid confrontation with other road users and pedestrians;
10. Act responsibly to promote the good image of cyclists.
11. On group rides, members shall:
  - a. Keep to the left wherever possible;
  - b. Ride two abreast where the conditions allow, and go single file on busy roads;
  - c. Maintain an orderly riding pattern at all times;
  - d. Learn and use the club calls to warn other riders in the group of pot-holes, glass, parked cars and other hazards which may require the following riders to alter course;
  - e. Not use tri-bars within the pack;
  - f. Where possible (e.g., where a paid coach is facilitating a session)
    - i. appoint a group leader and sweeper from the Club coaches or more experienced riders to ensure the group stays together and slower riders are not dropped;
    - ii. Take the phone number of the group leader or sweeper so that the member can alert them in case they get dropped, run into difficulties, or do not wish to continue on the ride;
    - iii. Pay attention to the route taken on group rides, so that they can retrace their steps should they drop out of the ride for any reason.

## Run

### All Members shall:

1. Observe the rules of the road
2. Wear reflective clothing during evening and night sessions;
3. Carry extra warm/dry clothing to put on following a session, when appropriate;