



## Melton Hockey Club Inc.

A.B.N. 53 058 182 859

Registration: A0021793F

P.O. Box 861, Melton, Vic., 3337

# Codes of Conduct and Behaviour of Players, Coaches, Parents, Officials, Administrators and Spectators.

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## 1.0 INTRODUCTION & REQUIREMENTS

Codes of Conduct and Behaviour of Players, Coaches, Parents, Officials, Administrators and Spectators.

Every person in Victoria has the right to participate in community sport which is safe, welcoming and inclusive. Equally everyone plays a part in ensuring their actions and behaviours are supportive of these values.

The Melton Hockey Club Inc. (MHC) endorses the Codes as adapted by HV including the Australian Sports Commission (ASC) *Junior Sports Codes of Behaviour* and endorses and adopts these Codes of Behaviour within the Club's competitions, events and programs. These Codes have been adapted to be applicable to all Hockey Victoria competitions, Events and Programs.

(Refer: [hockeyvictoria.org.au/info-hub/policies/](http://hockeyvictoria.org.au/info-hub/policies/))

The MHC Codes of Conduct and Behaviour is to be read in conjunction with Hockey Australia's (HA) *Codes of Behaviour* and the Victorian Government's *Victorian Code of Conduct for Community Sport* which outlines behaviours which are expected to be followed by every person involved in community sport, as well as identifying the behaviours which must not be tolerated.

Members and associates of the MHC must conduct themselves in a mature, courteous and responsible manner and not engage in behaviour that amounts to misconduct (including serious misconduct) when engaging in activities associated with the Club. This includes where members or associates of the Club are playing or engaging at the Melton venue or any other sporting venue, attending a hockey related meeting, function or social events.

Recognise that the reputation of the Melton Hockey Club Inc. is affected by, and dependent on your conduct and behaviour at all times.

## **2.1 PLAYER'S CODE OF CONDUCT & BEHAVIOUR**

- Play by the rules.
- Co-operate with your coach and teammates. Be at training on time and participate fully. Turn up for your games on time and, if you are unavailable inform your coach or team manager as soon as possible.
- Never argue with an official. If you disagree, have your captain, coach or manager approach the official during a break or after the competition.
- Control your temper. Verbal abuse of officials, sledging other players or deliberately distracting or provoking an opponent are not acceptable or permitted behaviour.
- Work equally hard for yourself and/or your team. Your team's performance will benefit and so will you.
- Be a good sport. Applaud all good plays whether they are made by your own team or the opposition. Conduct yourself appropriately and displaying good sports behaviour before, during and after all competitions and training sessions.

Winning and losing is part of the team sport experience – learn to be a gracious loser and a modest winner.

- Show respect to and acknowledge opponents and officials (e.g. shake hands before and after the game, thanks umpire etc).
- Treat all participants as you like to be treated. Do not bully or take unfair advantage of another competitor.
- Take proper care of club equipment and facilities.
- Be patient and understanding with the Club administration, the coach and umpires. Remember that they are trying to do their best to please everyone.
- Participate in all games to the best of your ability and for your own enjoyment and benefit, not just to please your parents and coaches.
- Avoid the use of derogatory language based on gender.
- Use social media responsibly, and in a manner that does not inflame, criticise or discredit any person or the club.
- Do not arrive at the venue or match in an intoxicated state or under the influence of drugs.
- Respect the rights, dignity and worth of all involved in hockey regardless of their age, gender, sexual orientation, ability, race, culture or religion.

## **2.2 COACHES CODE OF CONDUCT & BEHAVIOUR**

- Remember that young people participate for pleasure, and winning is only part of the fun.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Be reasonable in your demands on players' time, energy and enthusiasm.
- Operate within the rules and spirit of hockey and teach your players to do the same.
- Ensure that the time players spend with you is a positive experience. All young people are deserving of equal attention and opportunities.

- Avoid overplaying the talented players; the 'just average' need and deserve equal time.
- Avoid all acts likely to incite spectators or players to violence or disorder.
- Help each person (player, official etc) reach their potential - respect the talent, developmental stage and goals of each person and compliment and encourage with positive and supportive feedback.
- Take proper care of club equipment and facilities and ensure that they meet safety standards and are appropriate to the age and ability of all players.
- Display control, respect and professionalism to all involved with the sport. This includes opponents, coaches, officials, administrators, the media, parents and spectators. Encourage players to do the same.
- Obtain appropriate qualifications and keep up to date with the latest coaching practices and principles.
- Show concern and caution towards sick and injured players. Follow the advice of a physician when determining whether an injured player is ready to recommence training or competition.
- Give young people the chance to try out different playing positions and different sports.
- Do not arrive at the venue or match in an intoxicated state or under the influence of drugs. Alcohol is not to be consumed while any Junior competition is being conducted.
- Operate within the rules and spirit of your sport and teach your players to do the same.
- Encourage young people to participate in administration, coaching and umpiring, as well as playing.
- Show concern and caution towards sick and injured players. Follow the advice of physicians in determining whether an injured player is ready to resume training or competition.
- Use social media responsibly, and in a manner that does not inflame, criticise or discredit any person or the club.
- Do not allow the unlawful supply of alcohol or other drugs to minors at training, games or club functions.
- Any physical contact with a young person should be appropriate to the situation and necessary for the player's skill development.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years
- Respect the rights, dignity and worth of all involved in hockey regardless of their age, gender, sexual orientation, ability, race, culture or religion.

### **2.3 PARENTS & SPECTATORS CODE OF CONDUCT & BEHAVIOUR**

- Remember that young people participate in sport for their enjoyment, not yours.
- Encourage children to participate, do not force them.
- Focus on your child's efforts and performance rather than whether they win or lose.
- Teach children that an honest effort is as important as victory, so that the result of each game is accepted without undue disappointment.
- Applaud good performances and efforts from all individuals and teams. Congratulate all participants, regardless of the game's outcome.
- Show respect for your team's opponents. Without them, there would be no game.
- Never ridicule or yell at a child for making a mistake or losing a game. Positive comments are motivational.
- Do not instruct players while supporting – that is the Coaches job.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Encourage all involved to play within the rules and the spirit of the game, and to respect the officials' and coaches' decisions – no matter what, and without resorting to hostility or violence.
- Do not use foul language, sledge or harass players, coaches, officials or other spectators.

- If the coach or another club official, asks you to help, please do so. When children see parents taking an active role in their sport, they get more out of the whole experience.
- Show appreciation for volunteers, coaches, officials and administrators. Recognise the value of the volunteers – they give their time to help your child.
- If you disagree with an official, raise the issue through the appropriate channels rather than questioning the official's judgement and honesty in public. Remember, that most officials give their time and effort for your child's involvement.
- Use social media responsibly, and in a manner that does not inflame, criticise or discredit any person or the club.
- Support policy and practices (and lead by example) in relation to responsible use of alcohol, child protection issues and issues involving recreational and performance-enhancing drugs.
- Do not arrive at the venue or match in an intoxicated state or under the influence of drugs. While at the venue act responsibly as to the consumption of alcohol. Alcohol is not to be consumed while any Junior competition is being conducted.
- Respect the rights, dignity and worth of all involved in hockey regardless of their age, gender, sexual orientation, ability, race, culture or religion.

#### **2.4 ADMINISTRATORS' CODE OF CONDUCT**

- Act honestly, in good faith and in the best interests of the sport as a whole.
- Ensure that any information acquired or advantage gained from the position is not used improperly.
- Ensure everyone involved in the club emphasises a fair play attitude, rather than winning at all costs.
- Conduct your responsibilities with due care, competence and diligence.
- Do not allow prejudice, conflict of interest or bias to affect your objectivity.
- To provide opportunities for players to be involved in planning, leadership, evaluation and decision-making related to their activity.
- Ensure rules, equipment, length of games and training schedules are modified to suit the age, ability and maturity level of players.
- Ensure quality supervision and instructions for players.
- Create pathways for young people to participate in sport, not just as a player but as a coach, referee, administrator, etc.
- Remember that young people participate for their enjoyment and benefit. Do not overemphasise awards.
  - Help coaches and officials highlight appropriate behaviour and skill development and help improve the standards of coaching and officiating.
- Remember, you set an example. Your behaviour and comments should be positive and supportive.
- Be familiar with and know your role in relevant sport safety policies and practices.
- Set a good example and never use bad language, nor harass players, officials, spectators or other coaches.
- Display control, respect and professionalism to all involved with sport – including opponents, umpires, coaches, officials, administrators, the media, parents and spectators. Encourage players to do the same.
- Do not allow the unlawful supply of alcohol and other drugs at training, games or club functions.
- Implement policy and practices (and lead by example) in relation to responsible use of alcohol and in relation to recreational and performance-enhancing drugs.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years.

- Use social media responsibly, and in a manner that does not inflame, criticise or discredit any person or the club.
- Do not arrive at the venue or match in an intoxicated state or under the influence of drugs. Alcohol is not to be consumed while any Junior competition is being conducted.
- Respect the rights, dignity and worth of all involved in hockey regardless of their age, gender, sexual orientation, ability, race, culture or religion.

## **2.5 OFFICIAL'S CODE OF CONDUCT**

- Place the safety and welfare of the participants above all else.
- Condemn unsporting behaviour and promote respect for all opponents.
- Apply rules and regulations to match the skill levels and needs of young people.
- Place the safety and welfare of the participants above all else.
- Condemn unsporting behaviour and promote respect for all officials and players.
- Compliment and encourage all participants.
- Be consistent, objective and courteous when making decisions.
- Emphasise the spirit of the game rather than the errors.
- Encourage and promote rule changes that will make participation more enjoyable.
- Be a good sport yourself. Actions speak louder than words.
- Keep up to date with the latest trends in officiating and the principles of growth and development of young people.
- Be familiar with and know your role in relevant sport safety policies and practices.
- Implement policy and practices (and lead by example) in relation to responsible use of alcohol and in relation to recreational and performance-enhancing drugs.
- Ensure equipment and facilities meet safety standards and are appropriate to the age and ability of all players.
- Use social media responsibly, and in a manner that does not inflame, criticise or discredit any person or the club.
- Remember, you set an example. Your behaviour and comments should be positive and supportive.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years.
- Respect the rights, dignity and worth of all involved in hockey regardless of their age, gender, sexual orientation, ability, race, culture or religion.

## **3.0 DISCIPLINARY POLICY**

1. All members and those associated with the Melton Hockey Club Inc. ("the Club" and or "MHC") are expected to abide with the Hockey Victoria Codes of Behaviour and the policies, codes and guidelines of the Melton Hockey Club Inc.
2. Where a member, associate or any other person or persons of the Melton Hockey Club Inc. engages in misconduct, or alleged misconduct, in respect of the Codes, policies and or guidelines in the aforementioned paragraph this policy will be applied.
3. Any person mentioned in item 2 can include a player, coach, parent/ guardian of a junior or senior member, official, administrator or spectator (alleged offender) associated with the Club who receives (but not limited to) the following:
  - red card during any hockey game conducted by Hockey Victoria, MHC or any other associated hockey body;
  - a total of four (4) yellow cards in the current season in hockey games conducted by Hockey Victoria, MHC or any other associated hockey body. (Note that a person can apply to the Board to have the issuance of individual yellow cards reviewed by the Disciplinary Panel).

- a report or complaint from any other person, authority or organisation which, in the opinion of Melton Hockey Club Inc., is credible;
- a complaint or referral from Hockey Victoria to the Tribunal;
- a complaint from any other Club associated with Hockey Victoria;
- a complaint from an accredited umpire appointed to the match;
- a report about any other conduct (including but not limited to criminal conduct) which may be a breach of the Code of Conduct and Behaviour or considered inappropriate or unlawful behaviour; will be referred to the Board to establish a Disciplinary Panel.

The Disciplinary Panel is to comprise of:

- The Chairperson of the Board or, in the event of a conflict of interest, another Board member nominated by the Board, who will act as the Chairperson of the Disciplinary Panel;
- One Board member and
- One other person (not a Board member) but appointed by the Board and over 18 years of age.

4. The purpose of the Disciplinary Panel is to oversee and, if necessary, provide an outcome or penalty to the alleged offender.

5. The Disciplinary Panel will put the allegation of misconduct to the alleged offender, initially orally then in writing, and allow the alleged offender the opportunity to agree or disagree with the alleged misconduct.

6. If the alleged offender denies the allegations, they are to be provided two (2) days to provide a written response to the Disciplinary Panel. If the alleged offender agrees that they did commit the allegation then the Disciplinary Panel will proceed to consider an outcome.

7. If, in the opinion of the Disciplinary Panel the response is not satisfactory or it is of such a serious nature then it can be automatically referred to the Disciplinary Panel.

Otherwise, the Disciplinary Panel should consider the matter.

The Chairperson of the Disciplinary Panel is to notify in writing to the person(s) concerned the date and time of the incident(s), the allegation(s) (i.e abuse, striking, bullying etc), meeting time and venue, and ask them to explain their actions.

The person(s) may bring a support person(s) with them (i.e MPIO, players rep, coach, parent or other person etc). If the alleged offender is being represented by a Legal representative, the details of that person is to be advised to the Chairperson of the Disciplinary Panel prior to the hearing.

In the instance of a person under 18 years of age appearing before the Disciplinary Panel a parent or legal guardian must be present.

The Disciplinary Panel will consider all the evidence and submissions made during the hearing regarding the incident(s).

The panel may attach any weight to the evidence as it sees fit.

The panel will consider the evidence and make a determination on the balance of probabilities with respect to whether or not the allegations or matter have been proven.

The person (s) and support persons will be asked to leave the room.

If the panel determines the misconduct has occurred, the person(s) will be called back in and asked to provide any additional information or circumstances that may explain their actions.

The person(s) and support persons will be asked to leave the room.

If the misconduct is determined to have occurred, the panel will determine any applicable course of action or penalty.

The person(s) and support person(s) will be called back and the outcome will be disclosed.

The Chairperson of the Disciplinary Panel is to advise the outcome to the person (s) facing the Disciplinary Panel in writing.

Any further matters pertaining to the case, such as but not limited to conditions imposed, suspensions, further breaches etc will be followed up and dealt with by the Board Panel as they see fit.

8. When considering what is an appropriate outcome the Disciplinary Panel should take into account the following:

- Any written response or evidence from the alleged offender
- The Complaint itself and such evidence attached to the Complaint
- The seriousness of the misconduct
- Any loss or damage, including reputational damage sustained or likely to be sustained by any party including but not limited to Melton Hockey Club Inc., City of Melton, Affiliate Clubs of Hockey Victoria, Hockey Victoria and players howsoever arising from the conduct;
- Level of responsibility within the Club
- Level of co-operation with the Disciplinary Panel
- Evidence of the disciplinary history of the alleged offender;
- The extent to which the party has made efforts to prevent the conduct from occurring;
- Insofar as they are relevant, the objectives of the HV Constitution.

9. When considering penalties or an outcome the Disciplinary Panel may consider a range of disciplinary measures which may include, but not limited to:

- Official written warning
- Compulsory attendance at an education program from the offender
- An apology from the offender
- Mediation
- Suspended sentence
- Suspension from playing, coaching, spectating or training.
- Community duties to the Club.
- Offender education and /or any other reasonable programme that would assist the person to not re-offend and provides and supports an understanding an education relating to the misconduct.
- Suspension of membership \*
- Expel the member from the club \*

\* If the person(s) concerned is deemed to warrant suspension of membership or expulsion, as a member of the club, the Board Panel must refer to the Melton Hockey Club Constitution, Section 41 - Discipline, Suspension and Expulsion of Members.

10. The Disciplinary Panel is to report the outcome of any such findings to the MHC Board in writing.

#### **4.0 MELTON HOCKEY CLUB MANDATORY PENALTIES**

The Disciplinary Panel may consider penalties, including those listed under item 9 of Disciplinary Policy.

Notwithstanding the following mandatory penalties will apply.

Note that the penalty will apply to the next round that the player will be involved in. If a suspension is served in a subsequent season the eligibility with regards to any Best and Fairest award will apply to the season in which the offence occurred.

Game Suspensions applied during games in the Winter Season are to be served during that competition.

A player or official may apply to have an issue of either a Red Card or Yellow Card reviewed by the Disciplinary Panel under the Disciplinary Policy procedure.

##### **Mandatory penalties.**

1. Causing or threatening to cause physical harm to any person including and not limited to, an opponent, a fellow team member, coach, parent, spectator or umpire.

Penalty: Minimum 1week suspension for the next round in which the person will be involved.  
Ineligible for Best & Fairest.

2. Use of derogatory language based on gender, race, sexual orientation, cultural background, religion or impairment.

Penalty: Minimum 1week suspension for the next round in which the person will be involved.  
Ineligible for Best & Fairest.

3. Inappropriate or unsportsmanlike behaviour at any time, before, during or after competition.

Penalty: Minimum 1week suspension for the next round. Ineligible for Best & Fairest.

4. Receiving a red card from an umpire.

Penalty: Minimum 1week suspension for the next round in which the person will be involved.  
Ineligible for Best & Fairest.

5. Receiving four (4) Yellow Cards during the season.

Penalty: Minimum 1week suspension for next round in which the person will be involved. Remains eligible for Best & Fairest.

6. Found Guilty at a Tribunal of Hockey Victoria.

Penalty: As determined by Hockey Victoria tribunal. Ineligible for Club Best & Fairest Awards.

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