



Cronulla Sharks Baseball Club Inc

7th July 2020

CSBC Ethics and Expectations Policy
Team Officials

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Document Scope and Purpose

This document is aimed to educate our team coaches, team managers and scorers about the behaviour expectations and policies of the program. The expectation is that each person will read, understand and comply with what is required to compete for CSBC.

If you have any questions regarding the information herein, please contact the CSBC at info@sharksbaesball.org.au.

Revision and Approval History

	Version	Author/Approver	Description of Change
July 2020		Tyson Mangioni/Linda Lewis/CSJBA Executive	Adopting and adapting existing CSJBA policy to apply to CSBC members
13th July 2020		Linda Lewis/Rob Williams Snr	Minor edits and corrections
18th July 2020		Tobias Groos	Minor edits and corrections

Program Objectives

The assurance that Team Officials will be held to the highest level of accountability and understand that it is a privilege to represent CSBC and not a right.

- Commitment to and acknowledgement that health and safety play a major role in the success of our program.
- Understand that and implement equitable opportunities for all genders.
- Recognize that education, employment and family exceed all other baseball responsibilities.

Communication

Open, constructive and regular communication is encouraged between all levels of the club, particularly between each hierarchical level. Where a player, coach, manager, parent, guardian feels that communication may be constrained within the team hierarchy, that person is encouraged to engage the club, Member Protection Office/Club's Head Coach/Club's Tribunal Committee/Team Coach/Manager.

Codes of Conduct

In order to participate in activities for the CSBC, the team official will not engage in conduct that reflects negatively on him/her, any fellow official, or the CSBC. Each Team Official understands that if he/she is charged with violating public law, he/she will be suspended from his/her activity pending resolution of charges, unless and until, an exemption is granted by the CSBC.

Participation in a CSBC Team requires a Team Official understand their obligation under this policy, code of conduct and sign and return the Code within the prescribed period. The Code can be found herein at:

- Attachment A: Official Team Official Code of Conduct

Sportsmanship

All members bear the responsibility of displaying good sportsmanship during games and competition. Behaviour always must reflect the high standards of honour and dignity that should characterise participation in competitive sports. Team Officials shall conduct themselves in a manner reflecting positively on the reputation of CSBC both on and off field, in pre-game and postgame comments to the public and in all forms of media, and participating at other institutions.

Team Officials are expected to maintain an attitude of dignity and respect toward opponents. The following are examples of unsportsmanlike behaviour:

- fighting
- taunting opponents
- inappropriate 'celebrations' with the intent to demean opponents
- disrespectful attitude toward opponents
- inciting crowd hostility toward opponents, and
- profane and vulgar language.

We are committed to establishing great sportsmanship and developing healthy environments for competition through five core values, being:

- Integrity
- Respect
- Responsibility
- Sportsmanship, and
- Leadership.

These character values help young people and those associated with their development make good

choices in all aspects of their life and reflect the true spirit of competition. Team Officials displaying unsportsmanlike behaviour will be subject to disciplinary action as determined by the CSBC Executive.

Equipment

The CSBC provides teams various equipment for use by players, coaches and team staff. The CSBC also offers the opportunity for all members to purchase clothing and uniform apparel for on and off field wear.

If equipment is lost, misplaced or stolen, the players, coaches may be financially responsible for replacing the items. All equipment is the property of the CSBC and must be returned at the end of each season. Equipment not returned within one week of the end of each event or program or as otherwise agreed with the CSBC Executive could result in the suspension of any Club membership until replacement costs are paid to the CSBC.

Equipment provided by the CSBC should only be used in conjunction with CSBC Summer Baseball Season. Failure to follow this policy could result in suspension, loss of eligibility or loss of other privileges determined by the CSBC Executive.

Uniform, Apparel and Club Official Clothing

All players, coaches and team staff must only wear the official and approved clothing, always when at the field, on the field and during official functions.

Practice Facilities

The CSBC provides and/or hires practice facilities to aid in the pursuit of athletic excellence. Practice facilities, including the field, field equipment, dugouts, key/codes and other athletic facilities that may be provided are only to be used under the supervision of a coach.

Under no circumstances is a member to use a practice facility for recreational purposes or to aid persons not approved by the program in accessing practice facilities, except as authorized by the CSBC Executive. Failure to follow these rules could result in loss of eligibility, suspension or other consequences.

Often practice facilities are used under agreement with Cronulla Sharks Baseball Club Inc. Every effort should be taken by all team officials to ensure the facilities are returned to a "better than found" condition. This includes the repair of the field, cleaning of rubbish, return of equipment and consideration towards residents and other facility users.

Medical Policy

All players, coaches and officials may, at the CSBC Executive's discretion be required to disclose all injuries, illnesses and conditions, as well as their level of medical expense cover (i.e. additional private health insurance) every time they are selected to participate for or represent CSBC.

From time to time, team coaches, managers and officials may require medical assistance in cases of illness or injury whilst under the care of CSBC. Parents are requested to allow appointed CSBC officials to obtain medical assistance and treatment from a qualified medical officer/practitioner as deemed necessary. In these cases, CSBC will not meet the cost of any medical or hospital service incurred. This will be the responsibility of the injured or ill person. As such, CSBC strongly recommends that each member have adequate health insurance and extras cover always.

CSBC shall not be deemed responsible or liable, whether in contract or in tort or under any statute, for any injury, illness, loss or damage or other mishap to person or property sustained in, arising from or out of, or in any way directly or indirectly connected with Player, Parent/Guardian or Team Official's participation in a CSBC team or program.

Players who sustain an injury that necessitates them to miss practice and/or games will be required to provide the CSBC or their Team Officials with a Medical Certificate outlining the injury sustained and the period of coverage. Notwithstanding the period of coverage defined in the Medical Certificate, a subsequent clearance to play from the Player's medical practitioner will also need to be provided to the CSBC or Team official.

Duty of Care and Player Supervision

Duty of Care obligations are placed on Team Officials at the time a Parent/Guardian relinquishes or leaves their child in the care of a Team Official; this is typically at an agreed co-ordinated central location such as training and game day/location. The Team Official is duty bound until such time as they discharge the Player back to their Parent/Guardian.

Drug and Alcohol Policy

The CSBC Drug and Alcohol Policy applies to on field facilities, such as the field, dugout, bullpens, spectator areas, and clubhouse, as well as off field facilities, such as accommodation, team events, airports, and vehicles provided by or to the CSBC.

All on and off field facilities noted above are to remain Drug and Alcohol Free always for each player, parent, Team Official (coach, manager, umpire and scorer) while a player, players or team is under the care of a Team Official. For clarification, parents are not bound by previously mentioned alcohol consumption limitations at off-field facilities.

All members need to recognize and abide by these policies along with any other sanctions, rules, or disciplinary actions that are described in this policy or any other policies from all affiliations we are members of. For the avoidance of doubt, the above includes arriving and attending training and/or game under the influence of Drugs or Alcohol.

CSBC expects all members to adhere to all Federal, State, and City laws, which include but are not limited to the consumption of Alcohol under the legal age of 18 or the distribution of Alcohol to a person(s) under the legal age of 18.

Any violation may receive immediate sanctions with further action taken against the player, parent, coach, manager, umpire and scorer through the CSBC's Judicial Process. As required, the matter may also be referred to BaseballNSW' High-Performance Program's Judicial Process and will be under review and may receive further disciplinary action through each individual coach of the athlete with guidance from the CSBC Executive.

The CSBC Executive reserves the right to refer the member's violation to the appropriate authorities with the member potentially subject to criminal charges.

The member will be responsible for any fees related to counselling, public service units called to the on or off field facilities, and any other expenses incurred due to the violation.

Substance abuse is not limited to "social drugs" (i.e. marijuana, cocaine, alcohol). In the best interests of each player, parent, coach, manager, umpire, scorer, and the CSBC, "performance enhancing" drugs (e.g. steroids) are also prohibited under the Baseball Australia and WADA Anti-Doping Codes. If there are questions or concerns regarding the use of any drug or medication, please contact the CSBC Executive prior to using such substance.

Please visit the WADA website at www.wada-ama.org for a list of prohibited drugs and to download a "Therapeutic Use Exemption" form or TUE form. Baseball Australia and ASADA could test in or out of competition for the use of both "social" and "performance enhancing" drugs. CSBC will accept no responsibility should a player's test be positive.

Images of Children

There is a risk that images of children may be used inappropriately or illegally. CSBC requires that individuals and associations, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own. They should also make sure the parent/guardian understands how the image will be used. To respect people's privacy, the CSBC does not allow camera phones, videos and cameras to be used inside changing areas, showers and toilets which we control or are used in connection with baseball.

When using a photo of a child, the CSBC will not name or identify the child or publish personal information, such as residential address, email address or telephone number, without the consent of the parent/guardian. The CSBC will not provide information about a child's hobbies, interests, school or the like.

The CSBC will only use images of children that are relevant to baseball and will ensure that they are suitably clothed in a manner that promotes participation in the sport. The CSBC will seek permission from the parents/guardians of the children before using the images which is typically requested at the time the player or their parent/guardian registers an expression of interest. The CSBC requires its member clubs to do likewise.

Should a parent/guardian not wish their child to be photographed, they must advise the CSBC immediately via written correspondence sent to cronullasharks.baseball@gmail.com

Harassment

Harassment is any type of unwelcome behaviour, which has the effect of offending, humiliating or intimidating the person harassed. Unlawful harassment can be based on any of the personal characteristics covered by anti-discrimination law, such as a person's race, sex, pregnancy, marital status or sexual orientation (see the list under 'Discrimination').

Discrimination

Discrimination occurs when someone is treated (or is proposed to be treated) unfairly or less favourably than another person in the same or similar circumstances because of one of the personal characteristics covered by anti-discrimination laws.

This is known as direct discrimination. Indirect discrimination occurs when there is (or is proposed) an unreasonable requirement, condition or practice that seems to treat everyone equally, but which has or is likely to have the effect of disadvantaging persons with a personal characteristic covered by anti-discrimination laws.

In Australia, it is against the law to discriminate against someone because of:

- Age
- Sex or gender
- Gender identity
- Intersex status
- Race, colour, descent, national or ethnic origin, nationality, ethno- religious origin, immigration
- Disability, mental and physical impairment
- Family/carer responsibilities, status as a parent or carer
- Marital status
- Pregnancy, potential pregnancy, breastfeeding
- Sexual orientation and gender identity
- Physical features
- Irrelevant medical record
- Irrelevant criminal record, spent convictions
- Political beliefs or activities
- Religion, religious beliefs or activities
- National extraction or social origin
- Lawful sexual activity

- Profession, trade, occupation or calling
- Member of association or organisation of employees or employers, industrial activity, trade union activity
- Defence service
- Personal association with someone who has, or is assumed to have, any of the above characteristics

Further examples of discrimination are available on the Play by the Rules website:
www.playbytherules.net.au/legal-stuff/discrimination

Bullying

CSBC is committed to providing an environment that is free from bullying. We understand that bullying has the potential to result in significant negative consequences for an individual's health and wellbeing, and we regard bullying in all forms as unacceptable in our sport.

Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety. Bullying behaviour is that which a reasonable person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or a group. Whilst generally characterised by repeated behaviours, one-off instances can amount to bullying.

The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:

- Verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism
- Excluding or isolating a group or person
- Spreading malicious rumours; or
- Psychological harassment such as intimidation.

Bullying includes cyber-bullying, which occurs using technology. New technologies and communication tools, such as smartphones and social networking websites have greatly increased the potential for people to be bullied through unwanted and inappropriate comments.

CSBC will not tolerate abusive, discriminatory, intimidating or offensive statements being made online. Frustration at a referee, teammate, coach or sporting body should never be communicated on social networking websites. These issues should instead be addressed – in a written or verbal statement or a complaint – to CSBC in the first instance.

If any person believes they are being, or have been, bullied by another person or organisation bound by this policy, he or she may make a complaint. Refer to Complaint Handling Procedures outlined in the CSJBA Member Protection Policy. (Available on the CSJBA website)

Social Media and Networking

The CSBC acknowledges the enormous value of social networking to promote our sport and celebrate the achievements and success of the people involved in our sport.

Social networking refers to any interactive website or technology that enables people to communicate and/or share content via the Internet. This includes but is not limited to social networking websites such as Snapchat, Facebook, Instagram, Twitter and others.

We expect all people bound by this policy to conduct themselves appropriately when using social networking sites to share information related to our sport. Social media activity including, but not limited to, postings, blogs, status updates, and tweets:

- Must not contain material which is, or has the potential to be, offensive, aggressive, defamatory, threatening, discriminatory, obscene, profane, harassing, embarrassing, intimidating, sexually explicit, bullying, hateful, racist, sexist or otherwise inappropriate
- Must not contain material, which is inaccurate, misleading or fraudulent
- Must not contain material, which is in breach of laws, court orders, undertakings or contracts
- Should respect and maintain the privacy of others; and
- Should promote the sport in a positive way.

Caution Issuance Procedures

This document considers various matters ranging in significance. It is worth pointing out to players and their Parents/Guardians that the CSBC expects that the likelihood of an event warranting formal disciplinary action outlined herein is in the CSBC's experience, remote. Furthermore, Team Officials or where applicable, a CSBC Executive Member would where possible, likely intervene to curtail signs of a Player, Parent/Guardians or Team Official's non-compliance with this policy or respective Codes before it escalated.

To this end, where a Team Official, the Member Protection Officer and/or CSBC Executive determine that a formal engagement with a player, Parent/Guardian or Team Official is warranted for the purposes of issuing a formal caution:

- to caution will be conveyed in the presence of the Member Protective Officer, delivered by a Team Official or member of the CSBC Executive.
- where the individual is a player, the caution will be conveyed in the presence of that player's Parent/Guardian with the exception where a Parent/Guardian is repeatedly unavailable, despite the best endeavours of the CSBC.
- specific instance(s) of non-compliance with this policy will be cited or respective Code will be cited.
- outline the potential consequences of continued non-compliance will be outlined followed up in writing by the Member Protection Official within 48 hours outlining the date, location, attendees, nature of what was discussed and potential implications of non-compliance.

What is a breach of this policy?

It is a breach of this policy for any person or organisation bound by this policy to do anything contrary to this policy, including but not limited to:

- breaching the Code of Conduct
- bringing the sport and/ or CSBC, CSJBA, BaseballNSW, Baseball Australia into disrepute, or acting in a manner likely to bring the sport and/ or CSBC into disrepute
- failing to follow CSBC's policies (including this policy) and its procedures for the protection, safety and well-being of children
- discriminating against, harassing or bullying (including cyber-bullying) any person
- victimising another person for making or supporting a complaint
- verbally or physically assaulting another person, intimidating another person or creating a hostile environment within the sport
- making a complaint that they know to be untrue, vexatious, malicious or improper
- failing to comply with a penalty imposed after a finding that the individual or organisation has breached this policy, and
- failing to comply with a direction given to the individual or organisation as part of a disciplinary process, and
- disclosing to any unauthorized person or organisation (Authorised Person) any CSBC information that is of a private, confidential or privileged nature (collectively Confidential Information). Confidential Information includes, but is not limited to, any information that:
 - (a) is marked as confidential or, if not marked, ought reasonably be assumed to be confidential; or
 - (b) is received or developed by CSBC, which relates to processes, equipment and techniques used by CSBC in the course of managing its representative baseball program, including but not limited to all grading sheets, grading performances, team selection discussions or notes, team selection materials, player rankings, player or member information, financial information and business plans; or
 - (c) comprises databases or any member lists and any associated contact details and Personal Information (Personal Information as defined in *The Privacy Act 1988*)

but does not include information which:

- (d) is generally available in the public domain; or
- (e) is required by law to be disclosed.

An Authorised Person is defined as a CSBC Executive Member, duly appointed Team Officials (Head Coach, Assistant Coach, Manager, Scorer), Member Protection Officer, recognised roles such as the Social Media Co-ordinator or such other person or persons that might comprise a special working group or committee as appointed the CSBC Executive from time to time.

Disciplinary measures

The CSBC may impose disciplinary measures on an individual or organisation for a breach of this policy. Any disciplinary measure imposed will be:

- Fair and reasonable
- Applied consistent with any contractual and employment rules and requirements
- Be based on the evidence and information presented and the seriousness of the breach, and
- Be determined in accordance with CSJBA, BaseballNSW and Baseball Australia constituent documents, noting the latter takes precedent, by-laws, this policy and/or the rules of the sport.

An overview of the CSJBA's Disciplinary Proceedings and Process for Disciplining Members can be found in the CSJBA Administration, Policy and Procedure Manual.

Individuals

If a finding is made that an individual has breached these policies, one or more of the following forms of discipline may be imposed.

- a direction that the individual makes a verbal and/or written apology
- a written warning
- a direction that the individual attend counselling to address their behaviour
- a withdrawal of any awards, scholarships, placings, records, achievements bestowed in any tournaments, activities or events held or sanctioned by Baseball Australia
- a demotion or transfer of the individual to another location, role or activity
- a suspension of the individual's membership or participation or engagement in a role or activity
- termination of the individual's membership, appointment or engagement
- a recommendation that Baseball Australia terminate the individual's membership, appointment or engagement
- in the case of a coach or official, a direction that the relevant organisation deregisters the accreditation of the coach or official for a period or permanently
- in the case of a parent, guardian, coach or manager, exclusion from attending a sanctioned CSBC, CSJBA, BaseballNSW and Baseball Australia event and in the most extreme cases where among other things, sustained non-compliance with this policy or such other policy has been observed, the CSBC Executive may having consulted with CSJBA, BaseballNSW, suspend or terminate the related player from the team
- a fine
- any other form of discipline that the Disciplinary Committee considers appropriate.

Factors to Consider

The form of discipline to be imposed on an individual or organisation will depend on factors, such as:

- The nature and seriousness of the breach
- If the person knew, or should have known, that the behaviour was a breach of the policy
- The person's level of contrition
- The effect of the proposed disciplinary measures on the person, including any personal, professional or financial consequences
- If there have been any relevant prior warnings or disciplinary action
- The ability to enforce disciplinary measures if the person is a parent or spectator (even if they are bound by the policy)
- Any other mitigating circumstances.

Attachment A | Team Official Code of Conduct

This Code applies to the Manager/Head Coach, Assistant Coach, Manager and Scorer where identified (collectively Team Official) of a team. Coaches may be the second most influential person in a player's life and, through their own behaviour (on and off the field) have an enormous impact on the development of young players. In establishing a solid foundation of character building with players, the key responsibility of any coach is to lead by example. This holds true at all levels of development.

The responsibilities and duties of a coach are not simple and should be dealt with in a professional manner. For these reasons and many more the CSBC has adopted CSJBA and BaseballNSW Code for all coaches/managers participating in CSBC, CSJBA, BaseballNSW and Baseball Australia endorsed and organised tournaments, development programs and special events.

These principles are considered practicable and are within the aims and objectives of the CSBC.

Each Manager/Head Coach, Assistant Coach and Scorer where identified must read and sign the document to indicate agreement with the CSBC Team Official of Conduct and an understanding of the CSBC Ethics and Expectations contained in this document.

- o Always provide supervision of the behaviour of the team
- o Do not criticise players in front of spectators, parents and other teams. Review constructive criticism with a player in private or in the presence of the team
- o Accept decisions of the umpire as being fair and called to the best of their ability. Do not abuse or ridicule the umpire nor allow your players to do so
- o Develop team respect for opponents, spectators and officials. Do not criticise other teams, supporters or officials by words or gestures
- o Set a good example in personal appearance and behaviour
- o Encourage and exhibit sportsmanlike behaviour among the players
- o Encourage players to work together as a unified group (teamwork)
- o Keep yourself informed of sound coaching principles and seek more skilled advice when necessary
- o Always encourage your team to hustle on and off the playing field
- o All press statements and/or interviews must have CSJBA and/or BaseballNSW/Baseball Australia approval
- o Place the welfare and development of the individual above a winning or losing record
- o Do not use any form of tobacco or alcohol of any description on the field, in the dugouts, bullpens or while in uniform
- o Whenever possible, assist with coaching expertise and knowledge to developing teams
- o Abide by the tournament rules and regulations established by the CSBC, CSJBA, BaseballNSW and Baseball Australia
- o Be aware of any player with medical problems
- o Strive to develop a positive image and self-sufficient attitude with each player
- o Enforce the relevant Codes of Conduct
- o Present Baseball in a positive image
- o Ensure compliance with the CSBC's Risk Mitigation Checklist outlined in the Policy as Attachment B
- o Ensure compliance with CSBC Ethics, Expectations and Code of Conduct Policy including among other things, the Drug and Alcohol, and Duty of Care and Player Supervision provisions within

I

(Team Official Given Name and Surname)

have read the CSBC Ethics and Expectations Policy and CSBC Team Official Code of Conduct and fully understand the responsibilities and conditions disclosed within. I will abide by the Official Team Member Code of Conduct during all CSBC endorsed events.

Official's signature:

Date:

Attachment B | Member Protection Risk Mitigation Checklist

RISK	RANKING	HOW TO REDUCE RISK
Toilets are isolated/out of sight	High	No child should go unaccompanied to an isolated toilet block. Must be accompanied by adult
Children are not collected as planned by parent	High	Code of conduct explains collection requirements and who will look after children collected late
Another person arrives to collect child	High	Prior notification from the parent is required if the child is to be collected by another person.
Inappropriate person volunteers for supervision duty.	High	All required probity checks eg WWCC to be completed and verified prior to enlisting assistance of that person.
Adult volunteer and child left alone at activity	High	Ensure at least two adults are in attendance at all activities to conclusion and all children have left
Volunteer inappropriately discloses personal information to child or group of children	High	Code of Conduct adequately explains duties of volunteer and inappropriate discussion to child/ren
Volunteer offers to provide personal coaching to child	High	Code of Conduct explains the role of volunteers. Volunteers subject to satisfactory completion of WWCC
Volunteer takes an inappropriate interest in one child	High	Code of Conduct and appropriate behaviour is reinforced to all volunteers
Intimate physical contact with child/ren.	Medium	Code of Conduct explains what touching and coaching behaviour is acceptable
Child wanders away from training area	Medium	Code of Conduct explains what area kids can use at training. Kids are told these rules by Coach
Parent arrives to pick up the child from the game/training and does not find their child.	Medium	Code of Conduct explains the need to arrive on time to collect children from games/training. Adult supervision will be provided in cases of emergency to await parents.
Adult, other than parent or relative, left alone after game/training with child	Medium	Prior notification from the parent is required if the child is to be collected by another person.
Unsafe game or training ground environment for players	Medium	Official to govern suitability of ground for use. Ground to be closed if deemed unsafe
Child sustains injury at game/training	Medium	Emergency contact details for each child/ren are available. Emergency action procedures are known to all officials and a suitable first aid kit is available for immediate use. Numbers for local ambulance are available

END OF DOCUMENT