



from beginner to Olympian

CODE OF CONDUCT POLICY



South Australian Judo Academy

Incorporation Number A39882

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This document informs and guides Judokas (Athletes), Coaches, Officials, Committee Members, Parents, Supporters and Visitors about SAJA policies and procedures in relation to the following contents: -

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1) STATEMENT OF INTENT

The South Australian Judo Academy Inc (SAJA) exists for the promotion of judo sporting activities in the City of Salisbury and the wider metropolitan area. Consistent with these aims, The South Australian Judo Academy is committed to providing an environment:

- That is safe for both adults and children
- That is free from harassment and abuse for everyone
- Promotes respectful and positive behaviour and values

2) COACHES, OFFICIALS AND ADMINSTRATOR'S BEHAVIOUR

- Compliment all teams at competitions of their efforts.
- Be consistent, objective and courteous in calling all infractions.
- Condemn the deliberate foul as being unsportsmanlike and promote fair play and appropriate Sports behaviour.
- Use common sense to ensure that overcalling violations does not lose the spirit of the game for players.
- Actions speak louder than words. Ensure that your own behaviour is consistent with the principles of good sportsmanship.
- Make a personal commitment to keep yourself informed of sound officiating principles and the principles of growth and development of players.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- You are representing your club. Don't do anything that will discredit or bring adverse attention to your club.
- Encourage junior judokas to drink water before, during and immediately after sports participation and discourage junior judokas to drink sweet drinks, including sports drinks, before, during and immediately after sports participation.
- Discourage parents of junior judokas to provide lollies and sugar based drinks for pre, during and immediately after sports participation.

3) JUDOKAS BEHAVIOUR

- Play by the rules – the rules of your club and the laws of the sport.
- Never argue with an umpire or other official – without these people, there would be no judo.
- Control your temper - verbal abuse of officials and sledging other players doesn't help you enjoy or win any games.
- Treat all opponents as you would like to be treated – fairly.
- Co-operate with your coach, the referees and team-mates.
- Play for your own enjoyment and to improve your skills.
- Don't use ugly remarks based on race, religion, gender or ability – you'll let down your coach, team-mates and family if you do – and many such comments are actually now illegal.

4)

SUPPORTERS BEHAVIOUR

- Remember that you are there for the participants to enjoy the sport / competition.
- Encourage participation, but don't force it.
- Never ridicule mistakes or losses – supporters are there to support not downgrade.
- Lead by example and respect all judokas, coaches, referees and spectators – physical or verbal abuse will not be tolerated.
- Recognize all volunteers who are giving up their valuable time.
- Never publicly criticize referees – raise personal concerns with club officials in private.
- Don't use ugly remarks based on race, religion, gender or ability – you'll let down your family and yourself if you do – and many such comments are actually now illegal.

5)

PARENTS BEHAVIOUR

In addition to the above

- By your child registering with The South Australian Judo Academy, you agree to abide by these principles. You support the Club in its undertakings and encourage the Club to take any necessary disciplinary actions including the suspension and banning where warranted of any players, parents and or spectators for repeated or serious breaches of these Codes of Behaviour Conduct.
- Remember that children participate in sport for their enjoyment, not yours. Encourage children to participate, do not force them.
- Focus on the Child's efforts and performance rather than winning or losing. Never ridicule or yell at child for making a mistake or losing a competition.
- Junior judokas are recommended to drink water as the drink of choice before, during and immediately after sports participation. Please provide a drink bottle with water.
- Please do not provide lollies for junior judo participation.

6) DISCIPLINARY CATEGORISATION AND NON COMPLIANCE ACTION

Any action, which jeopardises the welfare or reputation of the Club, Team or Team Mates, shall cause the offender to explain his actions before the Section Disciplinary Committee.

Any offender may ask to have any witness or person helpful to their case appear before the SAJA Disciplinary Committee. Any offender may ask to delay a hearing for work, personal reasons or availability of witnesses for up to one week. If an action is found by the SAJA Disciplinary Committee then it will categorize as minor, serious or grave.

MINOR OFFENCE:

1st time- A warning will be given.

2nd time – A possible suspension from training or suspended sentence.

3rd time (or worse) - Suspended from training from 1 time to indefinite.

SERIOUS OFFENCE:

1st time - Suspended Sentence or suspended for 1 to 4 training sessions.

Repeat - Suspended indefinitely or registration cancelled.

GRAVE OFFENCE:

1st time - Suspended indefinitely or registration cancelled.

Repeat - Registration cancelled.

Any offender will have their hearing and results within one (1) working week of notification; they must appear before the SAJA Disciplinary Committee. In the event of the player asking for a delay, the working week will start from the time of the hearing's commencement.

DEFINITIONS:

MINOR OFFENCES include:

Actions likely to cause the player to be reported under Association rules, referee abuse, team mate abuse, interaction with opposing supporters, disobeying coaching instructions, deliberately causing disharmony among the playing, group, arguing with team mates, coaching or support staff, vilifying in any manner, team mates, coaching or support staff, endangering the health of team mates or self, failing to alert coaching staff of unavailability to compete or train or any action the coaching, staff may see causing harm to the club.

SERIOUS OFFENCES include:

Physically dangerous actions towards team mates, opposition or others, playing or training under the influence of illegal drugs, playing or training while intoxicated with alcohol, for language abuse of trainers or water carriers, including opposition.

GRAVE OFFENCES include:

Physical attacks on team mates, coaching and support staff, physical attacks on any non-paying personnel including from another club, disclosing confidential information to opposing teams, racial vilification of opponents, team mates or any person at the ground.

6) DISCIPLINARY CATEGORISATION AND NON COMPLIANCE ACTION

GRIEVANCE PROCEDURE

If a participant disputes the SAJA Disciplinary Committee's purported action, that participant must give written notice to the Chairman of the SAJA Disciplinary Committee

- within 7 days after the date on which the purported action was taken; and
- specifying the reason for the dispute and any relevant facts.

Any purported action taken by the Club under this policy will not take effect until the SAJA Disciplinary Committee has terminated or exhausted the grievance claim.

SAJA DISCIPLINARY COMMITTEE

Any action, which jeopardizes the welfare or reputation of the Club, Members or guests, shall be dealt with promptly, sensitively and confidentially. SAJA aims to ensure our complaints procedure has integrity and is free of unfair repercussions or victimisation. If at any point in the complaint process the Disciplinary Committee considers that a complainant has knowingly made an untrue complaint or the complaint is vexatious or malicious, the matter may be referred to the Board of Management for appropriate action, which may include disciplinary action against the complainant. SAJA will also take all necessary steps to make sure that people involved in a complaint are not victimised by anyone for coming forward with a complaint or for assisting in helping to sort it out.

A sub-Committee has been convened to consider any incidents that result in a person being asked to leave the SAJA premises or other incidents including harassment or discrimination. It consists of the following:

- # Head Coach
- # Assistant Coach
- # SAJA Nominated Parent

In addition to discussions with the offending person, this Sub-Committee may call witnesses or utilise other sources of information in deciding if a greater penalty is to be imposed on the offending person

6)

DISCIPLINARY CATEGORISATION AND NON COMPLIANCE ACTION

SAJA RECORD OF COMPLAINT FORM

PAGE 1

Name of person receiving complaint		Date: / /
Complainant's Name	Over 18 Under 18	
Complainant's contact details	Phone: Email:	
Complainant's role/status in Club	Administrator (volunteer) Athlete/player Coach/Assistant Coach Employee (paid) Official Parent Spectator Support Personnel Other	
Name of person complained about	Over 18 Under 18	
Person complained about role/status in Club	Administrator (volunteer) Athlete/player Coach/Assistant Coach Employee (paid) Official Parent Spectator Support Personnel Other	
Location/event of alleged issue		
Description of alleged issue		

Nature of complaint (category/basis/grounds) Can tick more than one box	<table border="0"> <tr> <td>Harassment or Sexual/sexist methods</td> <td>Discrimination Selection dispute</td> <td>Coaching</td> </tr> <tr> <td>Sexuality</td> <td>Personality clash</td> <td>Verbal abuse</td> </tr> <tr> <td>Race</td> <td>Bullying</td> <td>Physical abuse</td> </tr> <tr> <td>Religion</td> <td>Disability</td> <td>Victimisation</td> </tr> <tr> <td>Pregnancy</td> <td>Child Abuse</td> <td>Unfair decision</td> </tr> <tr> <td colspan="3">Other</td> </tr> </table>	Harassment or Sexual/sexist methods	Discrimination Selection dispute	Coaching	Sexuality	Personality clash	Verbal abuse	Race	Bullying	Physical abuse	Religion	Disability	Victimisation	Pregnancy	Child Abuse	Unfair decision	Other		
Harassment or Sexual/sexist methods	Discrimination Selection dispute	Coaching																	
Sexuality	Personality clash	Verbal abuse																	
Race	Bullying	Physical abuse																	
Religion	Disability	Victimisation																	
Pregnancy	Child Abuse	Unfair decision																	
Other																			
What they want to happen to fix issue																			
Information provided to them																			
Resolution and/or action taken																			
Follow-up action																			

A copy of this form is also contained in the SAJA Member Protection Policy

7)

SMOKE FREE POLICY

SAJA recognises that passive smoking is hazardous to health. Non-smoking club members and visitors have the right to be protected from exposure to tobacco smoke. Accordingly, the following policy shall apply to all club facilities, functions, meetings and activities undertaken by the club and will apply to all members, officials, players and club visitors.

FACILITIES

All club facilities are to be completely smoke free and shall include:

- The warehouse inclusive of, kitchen, meeting room, toilets and storage areas, and
- Any change rooms inclusive of warm up area, toilets and showers, medical room and property room.
- Cigarettes will not be sold (including vending machines) at any time at or by the club

JUDOKAS, OFFICIALS, COACHES, VOLUNTEERS, SUPPORTERS, PARENTS & VISITORS

Judokas, officials, coaches, volunteers, supporters, parents and visitors will refrain from smoking and remain smoke free while involved in an official capacity for the club, on and off the field.

FUNCTIONS

All club functions including social and fund raising events and meetings are to be completely smoke free:

All club functions held away from the club facilities are to be completely smoke free and shall require an assurance from the venue management of compliance with the club policy before a booking is confirmed by:

- Removing all ashtrays from venue where function is to be held,
- Enforcing a smoke free policy during the function, and
- Not selling cigarettes (including vending machines) at any time during the function.

Invitations and advertising for all functions, meetings and events will be promoted as smoke free.

NON-COMPLIANCE

All SAJA officials will enforce the smoke free policy and any non-compliance will be handled according to the following process:

- Explanation of the club policy to the person/people concerned, including identification of the areas in which smoking is permitted, and
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person(s) to leave the club facilities or function.

POLICY PROMOTION

The club will promote the smoke free policy regularly by:

- Putting a copy of the policy in club newsletters, notice boards, website and printed member/judoka information,
- Displaying a copy of the policy in the club training facilities, and
- Periodic announcements to members at functions.

The club recognises the importance of educating club members, particularly judokas, of the benefits of implementing a smoke free policy and will endeavour to provide information to assist this process.

POLICY REVIEW

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.

8)

DRUGS POLICY

SAJA is to provide judokas, officials, coaches, volunteers, supporters, parents and visitors and members of the public with a drug free environment that supports the development of a healthy lifestyle and a club atmosphere attractive to families and supporters.

RESPONSIBILITIES:

All Judokas, officials, coaches, volunteers, supporters, parents and visitors shall follow the law when it comes to illegal substances, alcohol and tobacco and shall display leadership and good example, particularly when dealing with underage members.

This policy shall apply to all users of the SAJA and shall apply on all grounds under the jurisdiction of the SAJA.

POLICY

- Club members, judokas, officials, coaches, volunteers, supporters, parents and visitors shall not present themselves at any club activity while under the influence of any drug.
- No illegal drugs of any description are to be bought onto The South Australian Judo Academy training facility or anywhere around the SAJA car park.
- Judokas, officials, coaches, volunteers, supporters, parents and visitors shall observe smoke free areas.
- Coaches and officials will be aware of the possibility of drug and alcohol misuse among players and will work with the Head Coach with the aim of preventing harm.

SANCTIONED DRUG USE

Players who need to use prescribed drugs for a medical condition must give written notification to SAJA. A copy of this notification is to be kept in the player's personal file.

If the individual is a junior player, official or administrator, then will be provided by a parent or caregiver. The notification process shall still apply.

8)

DRUGS POLICY

UNSANCTIONED DRUG USE

This includes the possession, supply and consumption of any drug which is illegal. This is not permitted by law. This also includes prescription drugs when supplied to a person other than the intended patient.

Supply and consumption of illegal drugs anywhere on the SAJA complex will not be tolerated.

ALCOHOL

Alcohol can only be consumed on the SAJA complex in accordance with the South Australian Drinking Laws. Junior members are not permitted to possess or consume alcohol at any time. Judokas, officials, coaches, volunteers, supporters, parents and visitors must comply with any directions given by a responsible person in accordance with the South Australian Drinking Laws.

TOBACCO

SAJA is a smoke free club and has a Smoke Free Policy in place (Section 7). Smoking by members, player's patrons and others is allowed only in designated areas. Possession by juniors of tobacco or tobacco products is not permitted at all times.

LEGAL IMPLICATIONS

Upon detection of use of illegal drugs, possession of implements used in the consumption of illegal substances, SAJA has a legal and moral duty to ensure the appropriate actions are undertaken.

SANCTIONS

In the event of any member Judokas, officials, coaches, volunteers, supporters, parents and visitors believed to be under the influence of a drug, and without a lawful reason, SAJA will seek medical advice.

In the case of juniors, SAJA will ensure parents or guardians are informed prior to seeking medical advice.

In all cases where there has been a breach of the law all parties will be advised. This policy does not suggest a precise penalty. This will allow SAJA to judge and determine each matter on its merits. Action where deemed necessary may include:

1. Warning (up to 3 times)
2. Counselling
3. Education
4. Referral to external agencies
5. Suspension
6. Expulsion

9)

SOCIAL MEDIA POLICY

The purpose of this policy is to provide a position in respect to the expectations of any individual person, member or participant of SAJA when using any form of Social Media in an official or personal capacity.

DEFINITION: SOCIAL MEDIA

The use of on line tools for communication, promotion and conversation. Blogs, Microblogs (e.g. Twitter), Social Networks (e.g. Facebook Podcasts and Video (e.g. YouTube) are all types of social media.

POLICY

Members, individuals and participants associated with SAJA using social media must:

- Only disclose publicly available information
- Only use public imagery with the permission of the SAJA (e.g. logos, photos)
- Ensure no copyrighted information is published without permission
- Ensure that information published online is not illegal, libellous, discriminatory, defamatory, abusive or obscene
- Ensure that information posted online does not infringe the SAJA Code of Conduct or any of SAJA policies or Administrative directions

When using SAJA social media sites, persons authorised by SAJA will:

- Only post content that is genuinely expected to be in the interests of the SAJA
- Keep messages simple
- Link to more information on the SAJA www.sajudoacademy.com.au web site where possible
- Club members or individuals associated with the club must not make adverse comments about SAJA or its programs or activities, or any person associated with the activities of the club
- Non compliance with the SAJA Social Media Policy by any person associated with SAJA will be managed through the SAJA Code of Conduct and associated disciplinary systems

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POLICY APPROVAL

This policy and associated contents will be reviewed bi - annually by The South Australian Judo Academy to ensure the actions remain appropriate and effective.

DATED 31st July 2015

Accepted on behalf of the South Australian Judo Academy



signed

Steve Brown, Head Coach



witnessed

Sandy McCulloch, Director Strategy & Marketing

Further Information



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