

CODE OF CONDUCT

1 June 2021

1) GUIDING PRINCIPLES FOR THIS CODE OF CONDUCT

- a) The Code of Conduct aims to assist Cycling New Zealand and its Member Organisations to uphold the organisations' core values and create a safe, fair and inclusive environment for everyone associated with the sport.
- b) With the exception of Cycling New Zealand employees who must follow the Cycling New Zealand Employee Code of Conduct, other members agree to observe and abide by this Code of Conduct (members include riders and technical personnel). The Code of Conduct applies at all times during competition and at any time when the member can be identified as a member of Cycling New Zealand or its member organisations (through an affiliated club).

2) OVERARCHING CODE OF CONDUCT FOR THOSE BOUND BY THIS POLICY

- a) All people bound by this policy shall:
 - i) Abide by the spirit of the sport of Cycling as defined by UCI, Cycling New Zealand and its member organisations and uphold the reputation of the sport, UCI, Cycling New Zealand and their respective Member Organisations if applicable;
 - ii) Abide by constitutions, terms and conditions, rules and policies as issued by UCI, Cycling New Zealand, its Member Organisations and event organisers;
 - iii) Abide by the principles of fair play;
 - iv) Behave in a disciplined and responsible manner;
 - v) Not demonstrate any examples of antisocial or criminal behaviour;
 - vi) Not make discriminatory, derogatory, or abusive comments about or to any other rider, official or member of the public in person or across any medium;
 - vii) Acknowledge the use of foul or obscene language or gestures is prohibited;
 - viii) Not participate in behaviour considered as bullying or harassment and acknowledge a zero tolerance towards any of this behaviour;
 - ix) Respect the rights, dignity and worth of others. Treating everyone equally regardless of sex, gender, gender or sexual identity, age, relationship status, disability, ethnic origin, race, colour, religious or ethical beliefs, employment status or distinguishing characteristics;
 - x) Be responsible for their own health and safety while training, taking part in and attending an event, and will not undertake any activities that are outside of the respective rules, regulations and guidelines or undertake activities that are deemed

- unnecessarily unsafe and that can unnecessarily cause harm to themselves or others;
- and
- xi) Wear suitable attire and be presented appropriately on all occasions.

3) ADDITIONAL CODE OF CONDUCT ITEMS SPECIFIC TO TECHNICAL PERSONNEL

Technical Personnel includes (but not limited to) non-riding members including coaches, Commissaires, officials, Ride Leaders, Team Managers and other non-rider endorsement roles or members with a technical endorsement.

- a) Maintain high standards of integrity:
 - i) Operate within the rules and policies of Cycling New Zealand and in the spirit of fair play, while encouraging all riders to do the same;
 - ii) Do not disclose any confidential information relating to riders without their written prior consent;
 - iii) Whilst operating as a Cycling New Zealand Instructor / Ride Leader / Coach / Official / Commissaire, only communicate through social media for professional purposes.

- b) Be a positive role model for cycling and riders, and act in a way that projects a positive image of coaching, officiating or cycle skills instruction:
 - i) All riders are deserving of equal attention and opportunities;
 - ii) Ensure the rider's time spent with you is a positive experience;
 - iii) Be fair, considerate and honest with riders; and
 - iv) Encourage and promote a healthy lifestyle which includes not smoking or drinking alcohol around riders during work time or on campaigns, and in any case, when you are responsible for riders under 18 years.

- c) Professional responsibilities:
 - i) Display high standards in your language, manner, punctuality, preparation and presentation;
 - ii) Respect the talent and developmental stage of each rider in order to help each rider reach their full potential;
 - iii) Display control, courtesy, respect, honesty, dignity and professionalism to all involved within the sphere of cycling – this includes athletes, coaches, officials, administrators, the media, parents, carers and spectators;
 - iv) Positively support other instructors/coaches/officials and refrain from inappropriate criticism or non-professional performance feedback;
 - v) Encourage all riders to demonstrate the same qualities;
 - vi) Be professional and accept responsibility for your actions;
 - vii) Accurately represent personal coaching qualifications, experience, competence and affiliations;
 - viii) You should refrain from initiating an intimate and/or sexual relationship with riders, and you should also discourage any attempt by a rider to initiate an intimate and/or sexual relationship with you. Also noting however that if an intimate and/or sexual relationship

does exist between a Technical Personnel and a rider, it is the responsibility of both the Technical Personnel and the rider to formally notify the Cycling New Zealand CEO in writing of such relationship at their earliest convenience. The Cycling New Zealand CEO reserves the right to take appropriate action including any such restriction on these individuals to ensure that the Guiding Principles of this Code of Conduct can be maintained.

- d) Make a commitment to providing a quality service:
 - i) Seek continual improvement through on-going education, and other personal and professional development opportunities;
 - ii) Seek advice and assistance from professionals when additional expertise is required;
 - iii) Maintain appropriate records; and
 - iv) If applicable provide riders with planned and structured training programmes appropriate to their needs and goals, age and stage.

- e) Provide a safe environment for training and competition:
 - i) Adopt appropriate risk management strategies to ensure that the training and/or competition environment is as safe as it can be noting the context of the sport and code;
 - ii) Ensure equipment and facilities meet safety standards;
 - iii) Ensure equipment, rules, training and the environment are appropriate for the age, physical and emotional maturity, experience and ability of the riders;
 - iv) Show concern and caution toward sick and injured riders, and maintain the same interest and support toward sick and injured riders as you would to healthy riders;
 - v) Encourage riders to seek medical advice when required;
 - vi) Provide a modified training programme where appropriate;
 - vii) Allow further participation in training and competition only when appropriate; and
 - viii) Adhere to the Cycling New Zealand and Drug Free Sport NZ policies on anti-doping.

- f) Protect riders from any form of personal abuse:
 - i) Adhere to the Cycling New Zealand Child & Vulnerable Adult Protection Policy;
 - ii) Do not use any form of verbal, physical or emotional abuse towards riders;
 - iii) Any physical contact with riders should be appropriate to the situation and necessary for the rider's skill development;
 - iv) Be alert to any forms of abuse directed towards riders from other sources while in your care; and
 - v) Do not engage in communication (in any form including social media), banter, words or other formats that illicit any form of personal abuse, and be aware of social media posts that may be harmful or inappropriate, from and to your riders.

- g) Ongoing Responsibility:
 - i) You acknowledge that you have a responsibility to inform Cycling New Zealand if you are the subject of a complaint/investigation or have been investigated, formally warned or prosecuted for offences involving children & vulnerable adults, violence or dishonesty.

4) BREACH OF THE CODE OF CONDUCT

- a) Failure to comply with any terms, conditions, rules, standards and/or policies contained in the above will render the member subject to sanctions as decided through the Cycling New Zealand Disciplinary Procedures Policy.
- b) Sanctions imposed through the disciplinary procedure may include the cancellation of membership and/or licence, withdrawal of the individual from further participation or attendance in any recognised or sanctioned events for a given period of time, the cancelling and removal of points, placings or titles that may have been won by the member (these may be applied retrospectively) and cancelling technical endorsements in the case of any breach by Technical Personnel.
- c) Any breach of the Rules and Regulations that takes place during an event may also incur sanctions issued by Commissaires. In circumstances where there has been a significant or wilful offence or breach of the Code of Conduct, the matter can be referred to Cycling New Zealand to be dealt with via the Cycling New Zealand Disciplinary Procedures Policy.
- d) Cycling New Zealand reserves the right to take any action independent of this policy in accordance with the Cycling New Zealand Constitution.

5) REVIEW OF THIS POLICY

- a) This policy will be reviewed regularly and updated if required, and may be subject to change following any amendments which will be communicated via email and/or via the Cycling New Zealand website www.cyclingnewzealand.nz