



SECTION 200 CODE OF CONDUCT

201 DEFINITIONS

CONFLICT OF INTEREST	<p>A conflict of interest arises when you permit the prospect of direct or indirect personal gain to influence you.</p> <p>Personal gain arises when you or persons connected to you, through family connection or otherwise, may benefit directly or indirectly.</p> <p>Influence arises when your judgement and actions are no longer independent and free from bias or more generally when you favour someone else's interest over that of ISAI and the correct performance and conduct of ISAI business, functions and activities generally.</p>
ETHICAL	<p>Ethics are those matters pertaining to morals or moral principles; philosophy, which governs human character and conduct, i.e. the distinction between right and wrong and/or moral duty and obligations to the community.</p>
OFFICIALS	<p>All individuals who are acting in an official capacity on behalf of ISAI and individuals who may be providing assistance at an event sanctioned and/or permitted by ISAI</p>
STAKEHOLDERS	<p>All members, competitors, parents or guardians of members, officials, coaches, employees, volunteers and official representatives of ISAI.</p>

202 THE CODE OF CONDUCT

The Code of Conduct sets out General Principles and more detailed Rules and Guidance Notes on the interpretation of the general principles. In general the Code of Conduct outlines standards of behaviour in competence, integrity and impartiality.

Persons acting as officials should be aware that the spirit as well as the precise wording of the General Principles and the ensuing Rules must be observed. Moreover, it must be accepted that the General Principles and the spirit of the Code will apply in areas or circumstances not explicitly covered by any rule. In making a decision about the propriety of a particular action, whether or not it is covered specifically by a rule or guidance note in this Code of Conduct, ask yourself the following question: "would I feel comfortable by explaining this action to my family or close friends or seeing my action reported on the front page of the association / national / local newspaper?" ISAI, your fellow members and you are best served when your answer is an unqualified "Yes".



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202.1 THE PURPOSE OF THE CODE

The purpose of this Code of Conduct is to advise all stakeholders on appropriate ethical behaviour in the context of ISAI and its related activities. The Code seeks to define the official's and stakeholder's role in the context of ISAI, the principles officials stand for, how official functions are performed within ISAI and to outline appropriate conduct for officials and all stakeholders.

202.2 THE ROLE OF ISAI

ISAI recognises that it has an obligation to its members, employees and the communities where it operates, to observe and maintain the highest standards of integrity and ethics. These standards are expressed in the Code of Conduct and they must be upheld and complied with by ISAI. ISAI must also ensure that all officials and stakeholders who are acting on behalf of ISAI uphold and comply with these standards.

202.3 THE ROLE OF OFFICIALS

Judges, referees, elected members and all other officials and coaches are official representatives of ISAI and will at all times conduct themselves in a manner befitting such a privileged position. They will also be held responsible for seeing that all rules and policies of ISAI are observed on any occasion when they are present.

202.4 THE ROLE OF STAKEHOLDERS

The mission of ISAI can only be accomplished if all stakeholders involved in the sport of ice-skating, including skaters, skater's parents, officials, coaches etc., share a common vision and understanding of their role in the creation of a positive skating environment for all involved. This requires a positive learning environment and a supportive framework for all concerned. ISAI recognises the importance of the contribution by all stakeholders to the creation of a positive skating environment within which all individuals can ultimately benefit.



202.5 OFFICIALS STATEMENT OF ACCEPTANCE

The importance of establishing and maintaining appropriate ethical behaviour in the pursuit of the objectives of ISAI falls on and must be accepted by all officials who act on behalf of ISAI. All officials who are subject to official procedures of appointment, will be required to acknowledge in writing that he or she has received and reviewed a copy of this Code of Conduct and that he or she agrees to be bound by and comply with the Code of Conduct. Where there is no official appointment procedure the official will still be expected to comply with the Code of Conduct and the responsibility for ensuring that the Code of Conduct is complied with will rest with the official who has exercised his or her delegated authority to appoint the official on an informal basis.

203 GENERAL PRINCIPLES

1. All stakeholders must be treated equally and their rights as individuals must be respected.
2. All stakeholders must avoid any activities that could lead to the ISAI and its activities being brought into disrepute.
3. All officials must be competent.
4. All officials must act fairly, honestly and with integrity.
5. All officials must be independent and impartial.
6. All officials must use every endeavour to avoid any actual or potential conflict of interest.
7. All officials must act in a manner appropriate to the office that they hold.
8. All officials must not improperly divulge any confidential information that they have obtained about any stakeholder in the course of acting in their office or otherwise.
9. All officials must promptly report to ISAI all violations that come to the official's attention.



204 CODE OF CONDUCT - GENERAL RULES

204.1 THE APPOINTMENT OF OFFICIALS

1. All officials appointed must have reached the age of 24 years at the time of appointment.
2. All officials appointed under formal appointment procedures must acknowledge in writing that he or she has received and reviewed a copy of the Code of Conduct. Appointed officials are responsible for maintaining their membership in good standing.
3. All officials must inform ISAI of any change in circumstances that may affect their ability to perform the functions of their position, at present or in the future, as soon as it is reasonably practical to do so.
4. Officials must report any criminal conviction by a court of law.
5. Officials are required to certify that they are not known to ANY Social Service Department or any similar agency as being an actual or potential risk to children or vulnerable persons; that they have not been disqualified or prohibited from fostering children or had any rights or powers in respect of any child or vulnerable person vested in or assumed by a local authority; or been ordered to have any child or vulnerable person ordered to be removed from their care.
6. Officials may periodically be asked to confirm in writing that they have complied with the Code of Conduct.
7. ISAI or any of its authorised agents or officials may as principal appoint Officials on an informal ad hoc basis without requiring such persons to become members of ISAI or formally sign the 'Official Statement of Acceptance'. Where officials are appointed on an informal basis then such persons must agree to comply with the Code of Conduct in all other respects and the principal is responsible for ensuring that such persons comply with the Code of Conduct.



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204.2 ALL OFFICIALS MUST BE COMPETENT

1. All officials must be physically and technically competent to perform the office that they hold, and must confine their practice to those areas of practice where they are competent.
2. Officials must not officiate while under the influence of alcohol or drugs, which impact on their ability to perform their functions as an official.
3. All officials must understand and comply with the standards for officiating, the legal requirements and internal policies and procedures that apply to the duties assigned to the official, as defined by the general law, the ISAI regulations, rules and policies, and where appropriate, the ISU regulations, rules and policies.
4. All officials must maintain competence to perform the functions of the office that they hold by continually pursuing continuing education or where appropriate technical upgrading in their knowledge of skating and of related fields beneficial to skating (for example the performing arts, sports science, sport psychology, etc.) and by complying with any activity, training, seminar, upgrading, or other certification requirements as determined by ISAI from time to time.

204.3 ALL OFFICIALS MUST ACT FAIRLY, HONESTLY AND WITH INTEGRITY

1. All officials must exhibit the important character traits of fairness, honesty, integrity, independence, impartiality, reliability, dependability and co-operation when dealing with all participants in skating so as to bring credit to officiating.
2. All officials must be independent and free from bias, and seen to be independent and free from bias.
3. All officials must maintain objectivity and integrity by assessing a performance based on sound technical knowledge and application of rules of play.
4. All officials are responsible for seeing that the Code of Conduct is observed on every occasion when they are present.



204.4 ALL OFFICIALS MUST ACT IN A PROPER MANNER

1. Officials acting on behalf of the Association shall conduct themselves in a dignified manner at all times. Officials must not display disorderly or indecent conduct.
2. Within the limits of their control, officials have a responsibility to ensure as far as possible the safety, health and protection of all persons with whom they work or owe a duty of care to.
3. Officials must consistently display high personal and professional standards and project a favourable image of ice-skating. This should also be reflected in their appearance, conduct prior to officiating and punctuality.
4. Officials must fulfil all the obligations of the event they have agreed to officiate. All officials should share responsibility with officiating colleagues to initiate and support actions that are required to meet the needs of the members and ice-skating in general as stated by the policies and objectives of ISAI.
5. No official shall disclose any decision or marks before they are made public. Officials shall not criticise the result of a competition or test session whilst in the hearing of stakeholders or the general public.
6. Officials must always comport themselves with discretion. Officials shall not discuss results of a competition or test session they served in outside of appropriate channels. All officials must not improperly divulge any confidential information that they have obtained about ISAI or any stakeholder in the course of acting in their office or otherwise outside the appropriate forums.
7. Any official of a competition who learns of improper or irregular conduct or proposals concerning any official of an event must immediately report the details to the Referee of that event and to the Chairperson of the Association. Officials must avoid criticising another officials, their assessment or their performance, at all times.
8. All monitoring of and/ or liaison with members by officials should be conducted fairly and impartially. Officials must not adopt the role of a coach to a skater. Officials must avoid criticising skaters at all times.



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9. All officials must be mindful of the influence that they can exert over a skater and other stakeholders by virtue of the office that they hold and to respect that trust by conducting themselves in an appropriate manner at all times.

204.5 ALL OFFICIALS MUST AVOID ANY ACTUAL OR POTENTIAL CONFLICT OF INTEREST

1. All officials must be aware and adhere to the terms as set out in the ISAI Memorandum and Articles of Association.
2. All officials must promptly declare a conflict of interest on occasions when applicable and to refrain from officiating in situations where a conflict of interest arises.
3. All officials must not accept bribes in any form to influence the outcome of a test, competition, speed trial, exhibition or event or the entering into by ISAI of contracts, obligations and duties.
4. All officials must, where practicable, avoid socialising with competitors, coaches and/or parents throughout the published duration of the event at which they are officiating except at official functions.
5. Officials should not express a preference for any ISAI athlete, coach or official in any manner that suggests that their independence, impartiality or judgement is compromised.
6. All stakeholders should respect the responsibility that officials have to maintain independence and avoid conflicts of interest and should avoid putting the official in a position where his or her independence is compromised and a conflict of interest situation may be created.
7. To avoid conflict of interest, no person may act as an official when they are:
 - i. A spouse, direct relative, extended family, close friend of any participant or participant's family.
 - ii. Where they have remunerated a skater's coach in the previous 24 months.



204.6 ALL OFFICIALS MUST AVOID BRINGING ISAI INTO DISREPUTE

1. Officials should refrain from public criticism of ISAI, its officials, members, staff and other stakeholders at all times. Public in this context means criticism expressed in any branch of the media, social media, or public gathering including a lecture or in a seminar.
2. Officials should use the appropriate internal communication channels and protocols, which are established by ISAI from time to time, to communicate concerns or criticism.
3. Officials should avoid any activities that could involve or lead to involvement in any unlawful practice.
4. All officials must promptly make a report in writing addressed to ISAI Board of all violations of any principles, rules, policy or guidance that come to the official's attention.
5. All officials should represent the ISAI in a respectful manner and ensure that all communications are consistent with the mission of the ISAI and in compliance with ISAI rules and policies.

205 APPLICATION OF THE CODE TO COACHES

- 205.1** Coaches must comply with any applicable Code of Conduct for Sports Coaches.
- 205.2** Breach of a Code of Conduct for Sports Coaches will be deemed to be a breach of the ISAI Code and will render the coach liable to sanctions and/or discipline from ISAI.
- 205.3** In all matters not governed by the Code of Conduct for Sports Coaches the coach will, where appropriate, will be required to comply with the ISAI Code of Conduct.
- 205.4** Coaches must agree to abide by the ISAI Code and with any disciplinary action, sanctions or decisions taken by ISAI, the ISAI Board or any relevant discipline Committee or Activity Group or complaints Officer.



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- 205.5** All coaches must act fairly, honestly and with integrity, displaying professional ethical standards.
- 205.6** Coaches must obey implicitly the instructions of the officials in charge of the event.
- 205.7** A coach who, either directly or through a third party, openly expresses themselves in an improper manner regarding the officials or their decisions, or regarding the markings of the Judges may be excluded by the Board of the Association for a definite period from Association competitions and International Competitions.

206 APPLICATION OF THE CODE TO MEMBERS

- 206.1** Members must comply with any applicable Code of Conduct and the ISAI General Principals of this Code of Conduct. Any breach of these will be deemed to be a breach of the ISAI Code and will render the member liable to sanctions and/or discipline from ISAI.
- 206.2** Members must agree to abide by the ISAI Code and with any disciplinary action, sanctions or decisions taken by ISAI, the ISAI Board.
- 206.3** All members must exhibit good sportsmanship and professional conduct.
- 206.4** Members must obey implicitly the instructions of the officials in charge of the event.
- 206.5** A member who, either directly or through a third party, openly expresses themselves in an improper manner regarding the officials or their decisions, or regarding the markings of the Judges may be excluded by the Board of the Association for a definite period from Association competitions and International Competitions.

207 APPLICATION OF THE CODE TO PARENTS

- 207.1** Parents must comply with any applicable Code of Conduct and the ISAI General Principals of this Code of Conduct. Any breach of these will be deemed to be a breach of the ISAI Code and will render the parent liable to sanctions and/or discipline from ISAI.



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- 207.2** In all matters not governed by the Code of Conduct for Parents the parent will, where appropriate, will be required to comply with the ISAI Code of Conduct.
- 207.3** Parents must agree to abide by the ISAI Code and with any disciplinary action, sanctions or decisions taken by ISAI, the ISAI Board or any relevant discipline Committee or Activity Group or Complaints Officer.
- 207.4** All parents conduct themselves in a professional manner and must exhibit good sportsmanship at all times.
- 207.5** Where the member is under the age of 18, it is the parent or guardian's responsibility to ensure the members conduct and accept responsibility for breach of any code of conduct.