



## **ETHICAL CODE FOR COACHES**

An ethical code defines what is considered an acceptable conduct and appropriate behaviours.

The ethical code helps coaches to take concerted decisions regarding the necessary balance between the achievement of goals for teams, individual athletes and at a personal level and the means by which such goals are to be achieved.

The fundamental values of this code are:

1. Physical security and wellbeing of the athletes;
2. Responsible and safe training environment;
3. Integrity in the relationships built with others;
4. Respect of the athletes;
5. Honor of the sport.



## ETHICAL CODE FOR THE COACHES

### Ethical principles and behaviours / associated expectations

<b>Principles</b>	<b>Expected norms of coach behaviours</b>
<b>Physical security and wellbeing of the athletes</b>	Ensuring that training or competition sites are safe at all time.
	Being prepared to intervene promptly and in an appropriate manner in case of an emergency.
	Avoiding to place athletes in risky situations or situations not adapted to their level of play.
	Seeking to safeguard the present and future health and wellbeing of the athletes.
<b>Responsible and safe training environment</b>	Using judiciously the authority associated with their position and making decisions that are in the best interest of the athletes.
	Fostering the development of the athletes' self-esteem.
	Avoiding to personally benefit from a situation or a decision.
	Acknowledging one's limits in terms of knowledge/competencies when it comes to making decisions, giving directives or taking actions.
	Honoring the commitments and the objectives that were agreement upon.
<b>Integrity in the relationships built with others</b>	Maintaining confidentiality and the privacy of personal information and using them in an appropriate manner.
	Avoiding situations that may affect the objectivity or impartiality of the role of coach.
	Abstaining from any behaviour linked to harassment or inappropriate relationship with an athlete. Denouncing any behaviour that places athletes in a position of vulnerability.
<b>Respect of the athletes</b>	Ensuring to follow a fair process when making decisions.
	Ensuring that all athletes are treated in an equal manner, notwithstanding the athletic potential, race, sex, language, religion or age.
	Preserving the dignity of each person while interacting with others.
<b>Honor of the sport</b>	Respecting the principles, rules and policies in force.
	Observing and implementing all the rules and regulations in a strict manner.
	Wanting to measure up to an opponent on a fair basis.
	Maintaining one's dignity in all circumstances and demonstrating self-control.
	Respecting officials and accepting their decisions without questioning their integrity.
	Promoting good values to one's entourage.



The present document aims to define the tasks of coaches accompanying the athletes selected by Tennis Québec to participate in championships or national and international tours.

Tennis Québec's aim is to ensure a certain homogeneity across such tours.

### **DESCRIPTION OF THE COACH'S TASKS**

- Travelling with the athletes as needed (plane, train, bus, etc.).

#### **Upon arrival**

- Organising a meeting with all the members of the delegation in order to foster team spirit and inform the athletes of their individual responsibilities.
- Holding an information session to present the following items:
  - Rules and regulations of the tournament;
  - Tour schedule / day – night;
  - Code of conduct outside the court.
- Ensuring that the athletes are well settled and that they have everything they need.

#### **Before the competition**

- Ensuring that the athlete gets up approximately 2.5 hours before the match.
- Ensuring that the athlete eats well and at appropriate times.
- Discussing the game plan with the athlete before the match.
- Ensuring that the athlete warms up and is well prepared before the match.

#### **During the competition**

- Evaluating the athletes according to their game plan.
- Remaining discreet during the competition (no coaching unless the tournament format allows for it).

### **After the competition**

- Giving the athlete time to relax, especially if they have lost and are not satisfied with their performance.
- Ensuring that the athlete discusses their performance with you as promptly as possible, since all the details will be fresher to their memory. It is important to allow space for the athlete to express their views and afford them the opportunity to analyse their performance and draw lessons from their victory or defeat. The coach will conclude the analysis according to the goals set before the match.

### **Throughout the tour**

- Ensuring that the athletes are in bed on time for the curfew set by the coach.
- Organising, if possible, a team dinner and any other group activity (cinema, visits, etc.).
- Reporting to Tennis Québec any problem occurring during the tour.
- Acting in the best interest of the athlete.
- Focusing on the safety of the participants.
- Collecting all the receipts for transport, hotel, petrol, etc. and submitting all the original copies to Tennis Québec.
- Behaving in such a manner that cannot have any negative impact on our sport.
- Always displaying honesty, integrity, impartiality, reliability and cooperation in all the interactions with the participants in order to honor the profession.
- Setting a positive example and encouraging sportsmanlike conduct by being respectful, courteous, and offering positive support to all athletes, coaches, officials and volunteers. Refusing to engage in verbal and physical acts that may unjustly disadvantage an athlete.
- Avoiding behaviours that may be regarded as harassment towards a person or as an abuse of power against another Tennis Québec member. (“Harassment against a person” signifies an inappropriate conduct (comment, behaviour or gesture) towards a person that is offensive or prejudicial to them and that the person responsible for the comment, behaviour or gesture knows or should know that it is inappropriate or undesirable). (“Abuse of power” signifies a behaviour that includes the inappropriate use of powers, trust and inherent authority to the position held, against a person, or undermines their work or output or harm or influences the output or the career of the said person). This conduct includes verbal, psychological and physical forms and is intended to degrade, demean or cause humiliation or embarrassment and may occur once or continuously.

- Abstaining from engaging in a conduct that is discriminatory or constitutes sexual harassment. Discriminatory conduct or sexual harassment is unacceptable and will never be tolerated by Tennis Québec.
- Never encouraging the consumption of alcohol or the use of drugs, prohibited substances or substances intended to increase performance.
- Respecting the relationship between a coach and an athlete or a parent by not soliciting or acting in a way that may be deemed as an attempt to poach athletes from other coaches (directly, indirectly or through a third party).
- Avoiding being alone in the company of an athlete.
- Ensuring that criminal record checks are conducted.

**Upon returning from the tour**

- Sharing their tour report with the personal coaches of the athletes (within three weeks of their return home).
- Submitting their written report to Tennis Québec (by email) within three weeks of their return home.



## WORK CONTRACT

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### Contractual

Name : \_\_\_\_\_

Address : \_\_\_\_\_

Telephone : \_\_\_\_\_

Email : \_\_\_\_\_

Having read this code of ethics and the coach's tasks description, I agree to respect and honour them.

The current contract is for a fixed term:

From: January 1<sup>st</sup>, 2021                      To : December 31<sup>st</sup>, 2023

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date