



BULLYING, HARASSMENT, INTIMIDATION POLICY

REGULATIONS

2.1 WHAT IS THE PURPOSE OF THESE REGULATIONS?

2.1.1 The purpose of these Regulations is to protect the health, safety and well being of all VNZ members and those who participate in the activities of VNZ and its members.

2.1.2 VNZ also seeks to provide a safe environment for those participating in the activities of VNZ and its members.

2.1.3 These Regulations confirm that VNZ will not tolerate harassment, discrimination or abuse of those involved in VNZ or member activities.

2.1.4 These Regulations also record VNZ's commitment to strong ethical principles and its requirement that all members participating in VNZ or member activities must comply with principles of responsible and professional behaviour.

2.1.5 VNZ believes everyone who participates in its activities has the right to be treated with respect and dignity. They also have the right to have any matters of concern dealt with in a fair, confidential and sensitive manner, and to be given the opportunity to be heard before any penalties are imposed.

2.1.6 These Regulations also recognise that certain types of harassment and discrimination are unlawful and that the notification of abuse, in certain cases, is a legal requirement.

2 WHAT DO THESE REGULATIONS COVER?

2.2.1 These Regulations detail a number of ways in which VNZ seeks to fulfil the purposes set out in Part 2.1

2.2.2 These include the following:

- (a) it is an offence under these Regulations to engage in “Harassment”, including engaging in abuse (Parts 2.5 and 2.6)
- (b) it is an offence under these Regulations to engage in “Discrimination” (Part 2.6)
- (c) all coaches, managers, administrators, other officials and players are bound by a Code of Conduct and Ethics (Part 2.7 and attachments)
- (d) VNZ has the right to undertake screening and to undergo a rigorous recruitment process for certain roles (Part 2.8)
- (e) the requirement to notify abuse in certain situations (Part 2.12)
- (f) a process for making a complaint about a possible breach of these Regulations (Part 2.10)
- (g) a process for investigating and hearing a matter (Part 2.13)
- (h) a list of possible penalties which may be imposed (Part 2.14) and
- (i) an appeal process (Part 2.15)

2.3 WHO DO THESE REGULATIONS APPLY TO?

2.3.1 Subject to paragraph

2.3.2, these regulations apply to members of VNZ, as defined in the Volleyball New Zealand Constitution namely:

(a) Regional Associations

(b) Individual Members which include:

- (i) persons who are members of a Club or a School Team e.g. players, coaches and teachers
- (ii) the President/ Chair / Board of VNZ, life members and President/Chair of each Regional Association

(iii) individuals who are appointed to positions of responsibility within VNZ or a Regional Association such as board members, national selectors and examiners (“Appointed Personnel”);

(iv) individuals who play, umpire, officiate, coach or manage a Volleyball Team competing in any Volleyball game held by or under the auspices of VNZ, a Regional Association or a Club, and who are members of VNZ

2.3.2 A Regional Association may use its own Regulations if such Regulations

(a) make Harassment (as defined in VNZ Regulations) an offence

(b) set out a complaints procedure and impose sanctions consistent with these Regulations

(c) are otherwise consistent with VNZ Regulations

(d) have been approved by VNZ;

Where the Regional Association do not cover matters contained in the VNZ Regulations, then VNZ Regulations shall apply.

2.4 WHAT IS THE STATUS OF THESE REGULATIONS?

2.4.1 These Regulations shall come into force on 1 September 2018

2.4.2 These Regulations are issued by the Board of VNZ under Rule 23 of the VNZ Constitution.

2.4.3 Regional Associations are required to take reasonable steps to make their members aware of these Regulations by distributing them and/or making them accessible.

2.4.4 These Regulations may be changed from time to time by the Board of VNZ.

2.5 WHAT IS HARASSMENT?

2.5.1 Harassment is any behaviour by a person to whom these Regulations apply which is offensive, abusive, belittling or threatening and is directed at any other person or group of people and which refers to a particular characteristic of that person or group of people.

2.5.2 Whether or not the behaviour is “Harassment” is to be determined from the point of view of the person receiving the Harassment. The recipient must consider the behaviour to be unwelcome. It does not matter whether or not the person harassing intended to offend. The behaviour must also be assessed objectively in that it must be the type of behaviour which a reasonable person would find unwelcome.

2.5.3 Harassment can be expressed or implied, physical, verbal or non-verbal. Examples include, but are not limited to:

- (a) Abusive behaviour aimed at humiliating or intimidating
- (b) Jokes or comments directed at a person’s body, looks, age, race, religion, sexual orientation or disability (this may also be Discrimination)
- (c) Unwelcome remarks including teasing, name calling or insults (for example to judges or other officials)
- (d) Innuendoes or taunting
- (e) Offensive emails, letters, notes
- (f) Displaying offensive materials e.g. posters, computer screen savers
- (g) Sexual propositions, also Sexual harassment
- (h) Cyber bullying

2.5.4 Harassment includes:

- (a) Sexual Harassment (paragraphs 2.5 to 2.7)
- (b) Discrimination (Part 2.6), and
- (c) Abuse (paragraphs 2.5.8 to 2.5.10)

2.5.5 Under these Regulations Sexual Harassment means:

- (a) an unwelcome sexual advance, or
- (b) an unwelcome request for sexual favours, or

(c) unwelcome conduct of a sexual nature (including a statement, orally or in writing, of a sexual nature) in circumstances where a reasonable person would have anticipated that the person being harassed would be offended, humiliated or intimidated.

2.5.6 Sexual harassment is often, but need not be, behaviour which either:

(a) involves blackmail or a quid pro quo, in that the harassment is accompanied by a direct or implied threat, promise or benefit. For example: - a coach who implies that a player's selection in a team is dependent on compliance with a sexual proposition

(b) example: a coach who creates a hostile or sexually permeated environment in that the harassment consists of crude remarks, jokes, the display of offensive material or making the environment uncomfortable

2.5.7 Examples of Sexual Harassment may include:

- (a) Uninvited touching, kissing, embracing, massaging
- (b) Staring, leering, ogling
- (c) Vulgar jokes and comments
- (d) Persistent or intrusive questions about people's private lives
- (e) Repeated invitations to go out, especially after prior refusal
- (f) Sexual propositions
- (g) The use of promises or threats to coerce someone into sexual activity
- (h) The display of sexually explicit material e.g. internet use, computer screen savers
- (i) Getting undressed in front of others of the opposite sex
- (j) Invading the privacy of others while showering or toileting
- (k) Photographing others while undressing, showering or toileting
- (l) Sleeping in close quarters with children without other adults present

(m) The use of offensive emails, letters, faxes, notes

(n) Sexual insults and name calling

2.5.8 Sexual Harassment may be a criminal offence. Examples of such an offence would be indecent assault, rape, sex with a minor, obscene telephone calls or letters. If you have any doubt that an offence may have been committed you should notify the Police.

2.5.9 Abuse is also Harassment. Under these Regulations it includes:

(a) physical abuse (e.g. assault)

(b) emotional abuse, (e.g. blackmail, repeated requests or demands)

(c) neglect in relationships (i.e. failure to provide the basic physical and emotional necessities of life) Examples of relationships that involve a power disparity include a coach-player, manager-player, employer-employee, doctor-patient. People in such positions of power need to be particularly wary not to exploit this power.

(d) abuse of power which the harasser holds over the harassed

2.5.10 Examples of Abuse include:

(a) Bullying and humiliation of players by coaches

(b) Abuse and insults directed by players or parents at opposing participants

(c) Abuse of umpires by players and coaches

(d) Physical intimidation of other players while in competition

(e) Practical jokes which cause embarrassment or which endanger others' safety

2.5.11 Some forms of abuse may constitute a criminal offence, for example assault. If you have any doubt that an offence may have been committed you should notify the Police.

2.5.12 Harassment is an offence under these Regulations (Part 2.9) and will be dealt with in accordance with these Regulations (Parts 2.10 to 2.15).

2.6 WHAT IS DISCRIMINATION?

2.6.1 Discrimination is treating or proposing to treat a person less favourably than someone else in certain areas of public life on the basis of an attribute or personal characteristic they have.

2.6.2 The attributes or characteristics are:

(a) Age

(b) Disability – this includes loss of bodily function (e.g. deaf or blind), presence of disease (e.g. hepatitis or HIV), loss of part of the body, disfigurement, malfunction of part of the body, psychological disease, slow learning difficulties

(c) Marital status – this covers whether the person is single, married, de facto, married but living separately from one's spouse, divorced, or widowed

(d) Parental/Carer status – this includes whether the person is a step parent, adoptive parent, foster parent or guardian and also includes whether the person is childless or is a carer (e.g. of children, or other dependents)

(e) Physical features – this includes a person's weight, size, height and other physical features

(f) Political belief/activity

(g) Pregnancy – this includes whether the person is with child, has the supposed signs or symptoms of pregnancy (e.g. large stomach, morning sickness);

(h) Race

(i) Religious belief/activity

(j) Sex or gender

(k) Sexual orientation

2.6.3 The areas of public life in which Discrimination under these Regulations are not permitted are in:

(a) employment (including unpaid employment) by VNZ or Regional Association

(b) the provision of goods and services by VNZ or a Regional Association

(c) the selection or otherwise of any person for competition (domestic or international) by or on behalf of VNZ or a Regional Association;

(d) the entry or otherwise of any player or other person to any competition held by or under the auspices of VNZ or a Regional Association (note the exception in paragraph 2.6.9 below);

(e) membership (including the rights and privileges of membership) of VNZ or a Regional Association.

2.6.4 Not only is Discrimination unlawful, but VNZ also considers it is wrong. It denies people a chance by judging them on the basis of stereotypes or having assumptions about what they can or cannot achieve.

2.6.5 Discrimination also includes indirect discrimination. This is where a person imposes or intends to impose a requirement, condition or practice which on its face is not discriminatory, but it has the effect of discriminating against a person(s) with a particular attribute.

2.6.6 Discrimination also includes victimisation. This is where a person is subject to or suffers any detriment or unfair treatment, because that person has or intends to pursue their legal rights under any legislation or these Regulations.

2.6.7 Requesting, assisting, instructing, inducing or encouraging another person to engage in discrimination, is also Discrimination.

2.6.8 In addition to the description of Discrimination in paragraphs 2.6.1 to 2.6.7, any behaviour or conduct which is discrimination under the Human Rights Act 1993 or the Employment Relations Act 2000 is discrimination for the purposes of these Regulations.

2.6.9 Discrimination is permitted if one of the exemptions under the Human Rights Act applies. These include the following:

(a) in relation to participating in any competitive sporting activity (such as a Volleyball) discrimination on the basis of a person's sex is permitted if the strength, stamina and physique of the competitors is relevant. However this exception cannot

be used to discriminate against the coaching, umpiring or administering of a competitive sporting activity (e.g. Volleyball);

(b) for reasons of health and safety, Discrimination because of a person's disability is permitted if there would be a risk of harm to that person or to others if they were to take part in the competitive sporting activity, and it is not reasonable to take that risk (for example a risk of infecting others with an illness).

2.6.10 Discrimination is an offence under these Regulations (Part 2.8) and will be dealt with in accordance with these Regulations (Parts 2.10 to 2.15).

2.7 VNZ GENERAL CODE OF CONDUCT & ETHICS

2.7.1 To protect the health, safety and well being of all the people participating in the activities of VNZ and its members, VNZ has developed and issued a VNZ General Code of Conduct and Ethics. It is attached to these Regulations, and forms a part of them.

2.7.2 The VNZ General Code of Conduct and Ethics applies to the same people to whom these Regulations apply (Part 2.3).

2.7.3 The VNZ General Code of Conduct and Ethics is designed to reinforce conduct which VNZ considers is appropriate and to discourage behaviours which VNZ considers inappropriate. It sets criteria to help those to whom it applies to distinguish between correct and incorrect moral judgments.

2.7.4 Breach of the VNZ General Code of Conduct and Ethics, is an offence under these Regulations (Part 2.9) and will be dealt with in accordance with these Regulations (Parts 2.10 to 2.15).

3.8 SCREENING

2.8.1 Another way in which VNZ seeks to protect the health, safety and well being of all the people participating in the activities of VNZ and its Members, is to screen / police check preferred applicants for certain roles.

2.8.2 Screening (as set out in paragraph 2.8.4) is highly recommended but not mandatory for preferred applicants in the following types of roles:

(a) coaches who are employed or contracted by VNZ for reward or on a voluntary basis.

(b) persons appointed by VNZ to a role in which that person is likely to have individual and unsupervised contact with players under 18 years of age.

(c) any person appointed by VNZ or Regional Associations to a role where that person has been the subject of rumour, suspicion or complaints regarding harassment or abuse.

2.8.3 Screening is mandatory for VNZ and recommended for Association's, for those persons seeking appointment in the following types of roles:

(a) coaches who are employed or contracted by Regional Associations for reward.

(b) volunteer coaches appointed by Regional Associations who are likely to travel away from their usual residence with teams of players under 18 years of age;

(c) persons appointed by Regional Associations to a role in which that person is likely to have individual and unsupervised contact with players under 18 years of age;

(d) volunteer coaches appointed by VNZ or Regional who are likely to travel away with teams of players over 18 years of age;

(e) persons appointed by VNZ or Regional Associations to a role in which that person is likely to have contact with players under 18 years of age but where such contact is supervised at all times by another adult.

2.8.4 For the purposes of these Regulations, screening shall include:

(a) Checking the applicant's referees;

(b) Interviewing the applicant; and

(c) Obtaining a Police Check of the applicant.

2.8.5 The purpose of a Police Check is to see whether the person has any previous criminal convictions. If the person has committed offences then the following requirements apply:

(a) If the offence (whenever it occurred) is one involving dishonesty, drugs, violence, an offence against a person (e.g. sex offences, assault) or an offence which in any way involved persons under 18 years of age, then they must not be appointed to the role. If that person is appointed to a role then this is an offence under these Regulations (Part 9) and the Member concerned will be dealt with in accordance with these regulations (Parts 10 to 15)

(b) If the offence is other than those in (a), such as an offence to property or a minor traffic offence, then the person may be appointed, subject to satisfaction of other criteria for the role.

2.8.6 If a preferred applicant is not willing to agree to the Police Check, then neither VNZ or any Regional Association shall appoint that person to such role. Breach of this requirement by VNZ or a Regional Association is an offence under these Regulations (Part 2.9) and will be dealt with in accordance with these Regulations (Parts 2.10 to 2.5).

2.8.7 All information obtained during the course of screening (including any Police Check) is personal information and shall comply with the Privacy Act. It must be kept confidential to the persons or committee within VNZ or the Regional Association who has been delegated the task of investigating and/or making the appointment for the role. Information collected during the screening about a person who is not appointed to the role must be returned to the applicant and not retained by VNZ or the Regional Association, unless the applicant agrees for them to do so.

2.8.8 In addition to obtaining Police Checks for preferred applicants, VNZ and Regional Associations are highly recommended to also consider obtaining the consent of existing appointees (whether paid or unpaid) in roles of the type set out in paragraph 2.8.2 within VNZ and Regional Associations. This check should be done every 2 to 5 years or if there is cause for concern about a particular person. This is not however a mandatory requirement. If the check reveals an offence of the type set out in paragraph 2.8.5(a) then steps should be taken to end the appointment. Note: Legal advice should be sought before such termination occurs.

2.9 WHAT IS AN OFFENCE UNDER THESE REGULATIONS?

2.9.1 It is an offence under these Regulations for any person to whom these Regulations applies to:

(a) Engage in Harassment of another person/s in the course of, or arising out of (whether directly or indirectly), their role with VNZ, a Regional Association or a Club;

(b) Engage in Discrimination against a person/s as set out in the Human Rights Act and/or on the grounds set out in paragraph 2.6.2 and in the areas set out in paragraph 2.6.3, and in the course of, or arising out of (whether directly or indirectly), their role with VNZ, a Regional Association, or a Club

(c) Abuse another person/s in the course of, or arising out of (whether directly or indirectly), their role with VNZ, a Regional Association or a Club

(d) Breach any part of the VNZ General Code of Conduct and Ethics

(e) Employ or appoint a person to a role of the type to which paragraph 2.8.2 refers:

(i) without first obtaining undertaking screening (as per paragraph 2.8.4) and

(ii) where the Police Check reveals the person has committed an offence of

the type set out in paragraph 2.8.5(a).

(f) for a person listed in paragraph 2.10.3 to fail to comply with the procedures in these Regulations for dealing with a Complaint;

(g) make a frivolous, vexatious or malicious Complaint under Part 2.10 or

(h) fail to enforce a penalty imposed by the Judiciary Committee under Part 2.13.

2.9.2 Any circumstances which may be an offence may be the subject of a Complaint (Part 2.10) and/or be investigated and referred to a hearing (Part 2.12) of these Regulations.

2.10 HOW DO YOU MAKE A COMPLAINT?

2.10.1 Any person may make a complaint about a person to whom these Regulations applies if they consider that person has, or may have, committed an offence and/or breached any part of these Regulations (a “Complaint”)

2.10.2 A Complaint may be made verbally but must be followed up in writing.

2.10.3 A Complaint may be made to any one of the following people within VNZ, a Regional Association or a club:

- (a) any person who is an employee, an appointed representative or an official of VNZ, a Regional Association or a club;
- (b) a coach, manager or other person appointed by VNZ, a Regional Association or a club.

2.10.4 Making a frivolous, vexatious or malicious complaint is an offence under these Regulations and will be dealt with as set out in Part 2.14.

2.11 WHAT IS THE PROCESS IF YOU MAKE A COMPLAINT?

2.11.1 If a person listed in paragraph 2.10.3 receives a Complaint of Harassment, Discrimination or Abuse s/he must ask whether the complainant wishes them to:

- (a) simply listen and advise the complainant about what their options are and what the complainant might do
- (b) act as a mediator between the complainant and the alleged offender to try and resolve the Complaint or
- (c) report the Complaint to VNZ or the Regional Association for further investigation.
- (d) assist in reporting to the police

2.11.2 Having determined the complainant's wishes in paragraph 2.11.1, the person listed in paragraph 2.10.3 must

- (a) act in accordance with the complainant's wishes as set out in paragraph 2.11.1 (a), (b) or (c) and
- (b) keep the matter confidential and only discuss it with those people whom the complainant has agreed should be spoken to about the Complaint.

2.11.3 If a person listed in paragraph 2.10.3 receives a Complaint which may be:

- (a) in breach of the VNZ General Code of Ethics and Conduct, or
- (b) an offence under these Regulations as set out in Part 2.9;

(c) where the complainant has requested their Complaint of Harassment, Discrimination or Abuse (paragraph 2.11.2) be reported, then the person must immediately report such complaint to VNZ or the Regional Association.

2.11.4 Upon receiving a complaint under paragraph 2.11.3 s/he must:

(a) request the complainant to record their complaint in writing and forward it to them

(b) on receipt of that written complaint, notify the alleged offender that a complaint has been made

(c) attempt to mediate a resolution of the complaint between the complainant and the alleged offender and

(d) if the mediation does not resolve the complaint, refer the matter to investigation and/or hearing under Part 2.13 of these Regulations. If the matter is resolved it shall go no further

(e) for privacy reasons the complainant may opt not to be identified.

2.12 WHEN AND TO WHO ARE YOU REQUIRED TO NOTIFY OF ABUSE?

2.12.1 Under the Children Young Persons and Their Families Act 1989 any person who believes that a child (under 14 years) or an unmarried young person (under 17 years) has been or is likely to be harmed (whether physically, emotionally or sexually), ill treated, abused, neglected or deprived may report

3.13 INVESTIGATION AND HEARINGS

3.13.1 Where VNZ or a Regional Association receives:

(a) information from any source whatsoever (but which is not a Complaint), or

(b) a Complaint, it shall follow the procedures set out in Part 3.13.

3.13.2 Upon receipt of the information or a Complaint in paragraph 3.13.1, the relevant Regional Association shall refer the Complaint to the Chief Executive or Board of VNZ (as appropriate) for it to investigate the matter as it thinks fit and to ascertain whether in their opinion there is reasonable cause to suspect that an offence under these Regulations may have been committed.

3.13.3 If the Chief Executive or Board of VNZ considers there is reasonable cause to suspect that an offence under these Regulations may have been committed it shall refer the matter to the VNZ Judiciary Committee in accordance with Rule 20 of the VNZ Constitution.

3.13.4 The procedure following the referral in paragraph 3.13.3 shall be as set out in Rule 20.1 of the VNZ Constitution.

3.13.5 In addition, upon the referral to the Judiciary Committee under paragraph 3.13.3, the Judiciary Committee may use its discretion, where it considers there is a risk to the safety and welfare of the complainant or to others, order that the alleged offender (“the defendant”) be:

(a) suspended from any role they hold with VNZ, the Regional Association or club; and/or

(b) banned from any event or activities held by or under the auspices of VNZ, a Regional Association or club; and/or

(c) required not to contact or in any way associate with the complainant or other person about whom the alleged offence relates; pending the determination of the hearing.

3.13.6 The defendant may appeal a decision of the VNZ Judiciary Committee to suspend under paragraph 3.13.5 in accordance with the Rule 20.3.3 of the VNZ Constitution.

3.14 WHAT PENALTIES MAY BE IMPOSED?

3.14.1 The penalties which may be imposed by the Judiciary

Committee for an offence under these Regulations may include:

(a) requiring the defendant to attend counselling to address their behaviour;

(b) termination of the appointment from the role which the defendant holds with VNZ, a Regional Association or club;

(c) the payment of compensation to the complainant and/or others who were subject to the behaviour committed by the defendant;

(d) in the case of a Level 1, 2 or 3 Coach, the withdrawal

of such accreditation for a period or indefinitely;

(e) the withdrawal of any results or awards achieved in any event and competitions conducted by or under the auspices of VNZ, a Regional Association or club from the date the offence was committed (as determined by the Judiciary Committee); and

(f) require the defendant to repay all or part of any financial assistance (excluding any fee for service, wages or expenses) given to them by VNZ, a club from the date the offence was committed (as determined by the Judiciary Committee).

(g) immediate removal from the venue / game / programme for a length of time (including the rest of the game, a 2 hour period, the next game, the rest of the event)

3.14.2 If a penalty is imposed by the Judiciary Committee, the Business Administrator of VNZ shall notify every Regional Association and club of such penalty.

3.14.3 Any penalty imposed under paragraph 3.14.2 shall be recognised and enforced by every Member of VNZ. The failure to do so is an offence under these Regulations and will be dealt with as set out in Part 3.14.

3.15 HOW CAN A PERSON APPEAL A DECISION?

3.15.1 As set out in Rule 20.3.3 of the VNZ Constitution, the defendant or the complainant in proceedings held under Parts 3.13 and 3.14 of these Regulations may appeal a decision of the Judiciary Committee made under these Regulations to the Sports Tribunal of NZ.

3.15.2 The procedure for such appeal shall be as set out in the rules of the Sports Tribunal of NZ.

3.16 WHAT DO WORDS IN THESE REGULATIONS MEAN?

3.16.1 In these Regulations words with initial capitals are defined words which shall be construed with the meaning set out in the VNZ Constitution, and if they are not defined in the VNZ Constitution, then as follows:

“Abuse” means a form of Harassment and as more specifically set out in Part 3.5, paragraphs 3.5.9 to 3.5.11 of these Regulations.

“Complaint” means a complaint made under Part 3.10 of these Regulations.

“Discrimination” means a form of Harassment and as more specifically set out in Part 3.6 these Regulations.

“Harassment” has the meaning set out in Part 3.5 of these Regulations.

“Regulations” and “these Regulations” means these Harassment Free Regulations.

“Sexual Harassment” means a form of Harassment and as more specifically set out in Part 3.5, paragraphs 3.5.5 to 3.5.8 of these Regulations.



VOLLEYBALL NEW ZEALAND
POIREWA AOTEAROA

Coach Code of Conduct

The main principles that are covered in the codes are: Competence, Trustworthiness, Respect, Fairness, Caring, Integrity, and Responsibility.

- **Competence:** Coaches ensure they have the capability and confidence to teach Volleyball NZ endorsed methods of training and performance. The coach avoids using methods that are a risk to health and safety of the athletes. A coach seeks continuous personal improvement. The coach keeps up with the latest developments in coaching and teaching. The coach only uses training methods that will benefit the athletes.
- **Trustworthiness:** The coach has to inspire trustworthiness in athletes. The coach keeps to the rules of confidentiality and discusses with others matters concerning the athlete only if he/she has discussed with the athlete beforehand which information he/she is allowed to share with a third party. The coach involves athletes in decisions that concern them and their future.
- **Respect:** A coach shows respect towards others, one self, the sport, the organization and property. Respect towards others means to show tolerance and to treat everyone equally regardless of their sex, age, race, language, socioeconomic status, ethnic origin, disability, or religion and to respect their rights and dignity. A coach respects the decisions made by others (officials and opponents). The coach treats each athlete as an individual with own rights and needs. The coach respects promises and commitments and keeps to them, both written and verbal. The coach respects the fact that the athlete is entitled to seek opinions and help from a third party. The coach respects the privacy of the athlete. The coach avoids any form of harassment (sex, gender, disability) towards the athlete.

- **Fairness:** The coach is fair to the athletes. The coach provides each athlete with the same opportunities and training times. A coach shows no favoritism to one athlete over the other. A coach teaches athletes to be fair (fair-play) to their team-mates and opponents. The coach has to refrain from using any unfair and illegal training methods (including performance enhancing drugs).
- **Caring:** A coach provides feedback to the athletes, and avoids too much negative feedback. A coach cares for the well-being of the athletes but avoids any kind of intimate contact with the athletes. The coach ensures that the training and competition requirements meet the abilities of the individual athlete in fitness and age. The coach instructs the athlete to a healthy life style and explains the lifelong benefits of sport. The coach leads the athlete towards becoming a mature individual who is able to take care of him- /herself, make decisions, and show responsibilities for their own behavior and performance in all life situations. The coach has to consider the wishes and opinions of the athletes. The coach has to carefully consider how to deal with the media and always keep in mind what is best for the athlete. The coach cares for the well-being of the athletes he/she is in charge of.
- **Integrity:** A coach should be a person of integrity, keeping to their personal values in word and action at all times. A coach discourages any notion displaying non-sportsmanship like behavior including bad language and gestures. A coach has to keep a high moral standard and has to follow it at all times. The coach acts as a role-model.
- **Responsibility:** The coach has to give the athletes the opportunities to develop their skills, confidence and self-esteem. The coach ensures that the training-program is adjusted to the needs and capabilities of each athlete. The coach promotes the values of team spirit and fair-play and that winning is only one part of athleticism but that fun and enjoyment are more important. The coach has the responsibility to keep up with the latest developments in training and coaching techniques and makes sure that the training facilities are in good and appropriate conditions. The coach also has the responsibility to act as a role model and to promote a healthy life style for the athletes to follow. The coach acts as an example that the athletes can copy and follow. The coach also has to keep in regular contact with the parents or caregivers about camps, competitions, events, rules and regulations, as well as with doctors, physiotherapists and other people involved in the athletic development of the athlete. Coaches should not over train

the athlete, but have the athletes well-being at all times as a priority, as well as keeping them interested in the sport. Each individual athlete should be trained in a way that they reach their full potential. Coaches promote sportsmanship on and off the field. The coach should also show responsible behaviour towards natural resources and the environment and should motivate the athletes to take the same care. Coaches refrain from the use of drugs, smoking and alcohol while in the company of any athletes and from participating in anything illegal. Coaches do not have sexual relationships or any other close relationship with their athletes that could be construed as anything other than coach / athlete and also discourage attempts from the athletes to initiate sexual relationships with them or convey or converse in any sexual manner with athletes regardless of gender. Do not undertake any extensive use of social media or messaging that is private or other than related directly to the team and the sport.

Always take any issues of concern to the Game Development Manager at Volleyball New Zealand.