

# British Canoeing Code of Conduct for Coaching Workforce





## Introduction

Someone engaged in coaching may do so under the title of Coach, Instructor, or Leader (hereinafter collectively referred to as “Coaches”). Regardless of the badge, qualification or title they wear, this Code applies to all those who help others achieve their goals through paddlesport.

We acknowledge and appreciate the contribution made by Coaches throughout our sport and the crucial role they play in the continued development of paddlesport and in the lives of the individuals they coach.

Good Coaches ensure participants in paddlesport have positive experiences and are therefore more likely to continue in the sport and achieve their potential. Coaches should therefore ensure they demonstrate a high degree of honesty, integrity and competence at all levels. We want our Coaches to understand their responsibilities whilst maintaining the key concept that participation is for fun and enjoyment as well as achievement.

This Code of Conduct incorporates the UK Coaching (formerly Sports Coach UK) Code of Practise for Sports Coaches and defines all that is best in good coaching practice.



## Key Principles

In pursuit of these principles, good coaching practice reflects the following key principles and Coaches hereby subscribe to standards in these areas:

### 1. Rights

- 1.1 Coaches must respect and champion the rights of every individual to participate in sport and physical activity.

### 2. Relationships

- 2.1 Coaches must develop a relationship with their participants (and others) based on openness, honesty, mutual trust and respect.

### 3. Personal standards

- 3.1 Coaches must demonstrate proper personal behaviour and conduct at all times.

### 4. Professional standards

- 4.1 To maximise the benefits and minimise the risks to participants, Coaches must attain an appropriate level of competence through qualifications, and a commitment to ongoing training to ensure safe and correct practice.

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These principles are defined and expanded upon in greater detail in the following table:

Principle	Summary	Responsibility	Behaviours and Actions
<b>1. Rights</b>	1.1 Coaches must respect and champion the rights of every individual to participate in sport and physical activity.	<p><b>Coaches should:</b></p> <p>1.1.1. Create a positive and welcoming environment where everyone has the opportunity to participate in paddlesport.</p> <p>1.1.2. Maintain an environment free of harassment.</p> <p>1.1.3. Recognise the rights of all participants to be treated as individuals.</p> <p>1.1.4. Recognise the rights of participants to seek advice from other Coaches and experts.</p> <p>1.1.5. Promote the concept of a balanced lifestyle, supporting the wellbeing of participants in and out of the sport.</p>	<p><b>Do:</b></p> <ul style="list-style-type: none"> <li>• Treat all individuals with respect at all times.</li> <li>• Be discreet in any conversations about Paddlers, Coaches or any other individuals.</li> <li>• Communicate with and provide feedback to Paddlers in a way that reflects respect and care.</li> </ul> <p><b>Do Not:</b></p> <ul style="list-style-type: none"> <li>• Discriminate on the grounds of gender, marital status, race, colour, disability, sexual identity, age, occupation, religious beliefs or political opinion.</li> <li>• Allow any form of discrimination to go unchallenged.</li> <li>• Publicly criticise or engage in demeaning descriptions of others.</li> </ul>
Principle	Summary	Responsibility	Behaviours and Actions
<b>2. Relationships</b>	2.1 Coaches must develop a relationship with their participants (and others) based on openness, honesty, mutual trust and respect.	<p><b>Coaches:</b></p> <p>2.1.1 Must not engage in behaviour that constitutes any form of abuse (physical, sexual, emotional, neglect, bullying).</p> <p>2.1.2 Should promote the welfare and best interests of their participants.</p> <p>2.1.3 Must avoid sexual intimacy with participants, either while coaching them or in the period of time immediately following the end of the coaching relationship.</p>	<p><b>Do:</b></p> <ul style="list-style-type: none"> <li>• Be aware of the physical needs of participants (especially at the developmental stage) and needs of children and young people, and ensure that training loads and intensities are appropriate.</li> <li>• Ensure that physical contact is appropriate and necessary, and is carried out within recommended guidelines (provided by British Canoeing) with the participant's full informed consent and approval.</li> <li>• Inform parents/guardians immediately if you are at all concerned about the welfare of a child, unless there are concerns that this would not be in the interests of the child.</li> </ul>

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Principle	Summary	Responsibility	Behaviours and Actions
<b>2. Relationships (Continued)</b>		<p>2.1.4 Must take action if they have a concern about the behaviour of an adult towards a child or adult at risk.</p> <p>2.1.5 Should empower participants to be responsible for their own decisions and planning.</p> <p>2.1.6 Should clarify the nature of the coaching services being offered.</p> <p>2.1.7 Should communicate and cooperate with other organisations and individuals in the best interests of participants.</p>	<ul style="list-style-type: none"> <li>• Know and understand British Canoeing Safeguarding Policies and procedures, and follow them at all times.</li> <li>• Know and understand the British Canoeing Disclosure Policy and make sure that if you require a DBS check it is kept up to date.</li> <li>• Follow the reporting procedures laid down by your club or British Canoeing if you have a concern. Non-action is unacceptable.</li> <li>• Arrange to transfer a participant to another Coach if it is clear that an inappropriate or intimate relationship is developing.</li> <li>• Discuss with parents/guardians and other interested parties the potential impact of the programme on the participant.</li> <li>• Respect Paddlers' opinions when making decisions about their participation in their sport.</li> <li>• Encourage Paddlers to take responsibility for their own development and actions.</li> <li>• Inform participants or their parents/guardians of the requirements of the sport or activity.</li> <li>• Inform participants or their parents/guardians of any potential costs involved in accessing the coaching services on offer.</li> <li>• Allow Paddlers to discuss and participate in the decision-making and planning process.</li> <li>• Be aware of and communicate any conflict of interest as soon as it becomes apparent.</li> <li>• Identify and agree with participants which other experts or organisations could offer appropriate services. For example seeking educational and career advise/counselling for young Paddlers whose training impinges or is likely to impinge, upon the performance of their studies.</li> </ul>

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Principle	Summary	Responsibility	Behaviours and Actions
<b>2. Relationships (Continued)</b>			<p><b>Do Not:</b></p> <ul style="list-style-type: none"> <li>• Do not engage in any form of sexually related contact or activity with any Paddler for whom you have responsibility. This extends to sexual innuendo, flirting or inappropriate gestures and terms. Coaches are in a position of power and trust in relation to participants. By entering into an intimate/sexual relationship with a Paddler, a Coach may be deemed guilty of abusing this position and, in relation to children and young people, this may be unlawful.</li> <li>• Do not work with any other Coach's participant without first discussing or reaching agreement with both Coach and participant unless there are exceptional circumstances.</li> <li>• Do not engage in any behaviour which is – or could be perceived to be – bullying of any nature.</li> </ul>
Principle	Summary	Responsibility	Behaviours and Actions
<b>3. Personal standards</b>	3.1 Coaches must demonstrate proper personal behaviour and conduct at all times.	<p><b>Coaches:</b></p> <p>3.1.1 Must be fair, honest and considerate to participants and others in their sport.</p> <p>3.1.2 Should project an image of health, personal hygiene and functional efficiency.</p> <p>3.1.3 Must be positive role models for participants at all times.</p> <p>3.1.4 Should create a positive safety conscious environment.</p>	<p><b>Do:</b></p> <ul style="list-style-type: none"> <li>• Operate within the rules and the spirit of your sport or activity.</li> <li>• Where relevant, educate participants on issues relating to the use of performance-enhancing drugs in sport and cooperate fully with UK Anti-Doping, UK Sport and governing body policies.</li> <li>• Maintain interest and support when a participant is sick or injured.</li> <li>• Display high standards in use of language, manner, punctuality, preparation and presentation. Encourage participants to display the same qualities.</li> <li>• Display control, respect, dignity and professionalism to all involved in paddlesport and should encourage their participants to act in a similar manner.</li> <li>• Display positive safety culture, reporting accidents, incidents and near misses on the British Canoeing incident reporting system.</li> </ul> <p><b>Do Not:</b></p> <ul style="list-style-type: none"> <li>• Smoke, drink alcohol or use recreational drugs before or while coaching. This gives a negative image and could compromise safety.</li> </ul>

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Principle	Summary	Responsibility	Behaviours and Actions
<b>4. Professional standards</b>	4.1 To maximise the benefits and minimise the risks to participants, Coaches must attain an appropriate level of competence through qualifications, and a commitment to ongoing training to ensure safe and correct practice.	<p><b>Coaches should:</b></p> <p>4.1.1 Ensure the environment is as safe as possible, taking into account and minimising possible risks.</p> <p>4.1.2 Promote safe and correct practice.</p> <p>4.1.3 Be professional and accept responsibility for their actions.</p> <p>4.1.4 Make a commitment to providing a high quality service to their participants.</p> <p>4.1.5 Actively promote the positive benefits to society of participation in sport and activity, including the contribution it makes to achieving improved health, wellbeing and educational outcomes for children and young people.</p> <p>4.1.6 Contribute to the development of coaching by exchanging knowledge and ideas with others, and by working in partnership with other agencies and professionals to gain qualifications appropriate to the level at which they coach.</p>	<ul style="list-style-type: none"> <li>• Know and understand British Canoeing Safeguarding Policies and procedures, and follow them at all times.</li> <li>• Know and understand the British Canoeing Disclosure Policy and make sure that if you require a DBS check it is kept up to date.</li> <li>• Follow the reporting procedures laid down by your club or British Canoeing if you have a concern. Non-action is unacceptable.</li> <li>• Arrange to transfer a participant to another Coach if it is clear that an inappropriate or intimate relationship is developing.</li> <li>• Discuss with parents/guardians and other interested parties the potential impact of the programme on the participant.</li> <li>• Respect Paddlers' opinions when making decisions about their participation in their sport.</li> <li>• Encourage Paddlers to take responsibility for their own development and actions.</li> <li>• Inform participants or their parents/guardians of the requirements of the sport or activity.</li> <li>• Inform participants or their parents/guardians of any potential costs involved in accessing the coaching services on offer.</li> <li>• Allow Paddlers to discuss and participate in the decision-making and planning process.</li> <li>• Be aware of and communicate any conflict of interest as soon as it becomes apparent.</li> <li>• Identify and agree with participants which other experts or organisations could offer appropriate services. For example seeking educational and career advise/counselling for young paddlers whose training impinges or is likely to impinge, upon the performance of their studies.</li> <li>• Actively participate in recruitment and education opportunities in your sport.</li> </ul>

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Principle	Summary	Responsibility	Behaviours and Actions
4. Professional standards (Continued)		<p><b>Coaches should:</b></p> <p>4.1.7 Respect the environment.</p> <p>4.1.8 Respect other land and water users.</p> <p>4.1.9 Ensure they comply with all relevant Data Protection legislation when capturing and processing participant's personal data.</p>	<ul style="list-style-type: none"> <li>• Actively contribute to local, regional and national initiatives to improve the standards and quality of coaching both in your sport and sport in general.</li> <li>• Work in an open and transparent way that encourages other Coaches to contribute to or learn from your knowledge and experience.</li> <li>• Use self-analysis and reflection to identify your developmental needs.</li> <li>• Manage your lifestyle and coaching commitments to avoid the burnout that might impair your performance.</li> <li>• Promote good coaching practice in others and challenge any poor practice you observe.</li> <li>• Use appropriate environment measures such as Check, Clean, Dry.</li> <li>• Treat others as you would wish to be treated.</li> </ul> <p><b>Do Not:</b></p> <ul style="list-style-type: none"> <li>• Assume responsibility for any role for which you are not qualified or prepared.</li> <li>• Misrepresent your level of qualification.</li> <li>• Litter or pollute waterways.</li> <li>• Divulge information relating to participants unless it is to a person(s) who can be deemed to have a "Right to Know" including where appropriate for the evaluation of the participant for competitive selection purposes or in the pursuit of disciplinary action.</li> </ul>

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