



Appendix A: Codes of Conduct

A.1 ACTISA Members

A.1.1 General

ACTISA Members represent themselves, their family, the sport of figure skating, the Association and the ACT at all ACTISA sanctioned events and when in ACTISA uniform. Acting in accordance with codes of conduct encourages mutual respect from all parties.

When discussing any aspect of figure skating including skaters, parents, guardians, chaperones, coaches, volunteers, officials, rink staff, remember that in any public place conversations may be overheard by other participants in the sport.

It is the responsibility of skaters/parents/guardians/chaperones and coaches to be familiar with the current ACTISA, ISA and ISU regulations applicable to the event they are competing in.

It is the responsibility of skaters/parents/guardians/chaperones and coaches to know the date and time they are required to be at the rink.

At any time when representing ACTISA, any member found to be under the influence of alcohol or any prohibited drugs will be withdrawn from competing or officiating and will face disciplinary action.

As a condition of membership, all ACTISA Members are required to be positive role models and display good sportsmanship by:

- A. Complying with all applicable regulations, policies and codes of conduct endorsed by ACTISA, ISA, the ISU and the host organisation.
- B. Complying with and knowing the rights and obligations under the ISA Anti-Doping Policy.
- C. Treating all persons with respect, regardless of age, gender, race, creed, colour, sexual orientation or ability.
- D. Maintaining a polite and friendly attitude towards and positively supporting all skaters, parents/guardians, chaperones, coaches, judges and officials and rink staff at all times.
- E. Refraining from making negative comments and respecting the rights of all skaters to participate.
- F. Genuinely applauding all performances regardless of the result.
- G. Recognising and appreciating the importance of volunteers and officials.
- H. Respecting the decisions of officials and their authority during events.
- I. Not placing blame on anyone for a poor skate or result in a competition or test.



- J. Avoiding public displays of anger or aggression at all times. Kicking/throwing ice, hitting the rink barrier or kicking the rink boards will not be tolerated under any circumstances.
- K. Refraining from using offensive language both verbally and in writing.
- L. Resolving conflicts and concerns without resorting to arguments, hostility or violence.
- M. Not disturbing spectators watching other skater's programs, for example by talking or laughing loudly or blocking the view to the ice.

A.1.2 Interstate Events

- A. Prior to attending any interstate event, any skater taking prescribed medication is required to submit to ACTISA a list of all medications together with a covering letter from a registered medical practitioner.
- B. Skaters must ensure that their parent/guardian/chaperone/coach/team leader is aware of their whereabouts at all times.
- C. Any skater who is unable to attend an official practice or other organised event, must notify their coach and team leader (if applicable) as soon as possible.
- D. Disturbance of other people at a place of accommodation is not permitted. If you have an early morning practice, remember others are asleep and do not make excessive noise. The same applies in the evening when some will be trying to get an early night's sleep before practice or competition the next day.
- E. Skaters are encouraged to make every effort to stay or return to the rink for presentation ceremonies of their own division. For on-ice presentations, skaters shall be in full costume and skates.
- F. If the Team Leader or ACTISA Council members are informed of a serious breach of any code of conduct at any ACTISA sanctioned event it may result in a skater being sent home early at their own expense. In the case of a skater under 18 years of age the parent/guardian will be advised immediately.

A.1.3 Disciplinary Action

- A. Verbal and physical bullying and harassment in person, in writing or by any electronic means including telephone messages, SMS, email or social network sites such as Facebook will not be tolerated. This includes any retaliatory action.
- B. Any breaches of applicable regulations, policies and codes of conduct endorsed by ACTISA, ISA, ISU and the host organisation may result in members facing disciplinary action.
- C. Disciplinary action may include but is not limited to



Banning the individual from ACTISA events.
Non-selection for interstate events.
Expulsion from ACTISA membership.

A.2 Volunteers, Parents, Guardians and Chaperones

All ACTISA volunteers, and parents, guardian and chaperones of ACTISA members and spectators to ACTISA events are required to comply with the ACTISA Member Code of Conduct.

A.3 Officials

A.3.1 General

- A. All ACTISA and visiting officials are required to follow all applicable regulations, policies and codes of conduct endorsed by ACTISA, ISA and the ISU.
- B. It is the responsibility of all officials to be familiar with the current ACTISA, ISA and ISU regulations applicable to the event they are serving in.
- C. It is the responsibility of all officials to know the date and time they are required to be at the rink.
- D. Officials must arrive at the rink in sufficient time to be ready to serve a minimum of 30 minutes ahead of the time they are required. If running late or unable to attend, they must make every effort to contact the Judging/Test/Competition convener or the rink as soon as possible.
- E. As representatives of ACTISA, other State Associations or APSA, officials are required conduct themselves in a manner befitting their appointment. They should be modest, unassuming, dignified and professional. As appearance mirrors professionalism; inappropriate clothing will detract from the image of an official.
- F. Visiting officials (to the ACT or ACTISA to interstate) owe their first duty to the host club or Association even if they are not paying the official's expenses.
- G. Opinions and forecasts publicly expressed before a test or competition are causes for banning an Official. It must never be suggested that a certain skater should fail because they take lessons from a certain coach nor should disparaging remarks be made about a skater or coach.
- H. Officials may unwittingly arouse distrust when they appear very cordial to some skaters, parents and coaches but not to others.
- I. Concentrate on the skater and their performance. Forget the audience, surroundings and other Judges except for the demands of courtesy. Call and/or mark what is seen at the time of the performance not what is thought to be seen or what was seen last time.



- J. Judges and Trial Judges must not communicate with each other during a Test or Competition except through the Referee.

A.3.2 Tests

- A. A good Judge is not necessarily a good coach. *The teaching must be left to the coaches.*
- B. All Judges should be prepared to speak to all skaters and coaches after the tests to explain their assessment.

A.3.3 Competitions

- A. Officials must be in the judging area prior to the warm up for the event they are officiating otherwise they may be replaced on the panel.
- B. Only the Referee is permitted to communicate directly with skaters, coaches, parents/guardians or members of the audience whilst in the judging area and between the Short Program and Freeskating.
- C. Judges may not discuss any aspect of a competition until the Freeskating event is completed unless is with the Referee.
- D. The Technical Panel may not discuss any aspect of a competition outside of the required communication to perform their duties and clarify calls.
- E. Under no circumstances are marks, scores, places or results to be made known to anyone other than the Referee until the results have been signed by the Referee and Technical Controller, and announced or published.
- F. Proceedings from the judging area and post event round table discussions are *strictly confidential* and must not be discussed with anybody. This includes skaters, coaches, parents, other officials and *members of the Official's family*.
- G. Judges may give praise publicly after the event. Criticism if given at all should be offered privately at the request of the skater, coach or parent/guardian and arguments avoided.

A.3.4 Additional Points for Trial Judges and Officials

- A. Trial Judges are not permitted to discuss any aspect of a test or competition with anyone other than the Referee with whom they are trial judging.
- B. Trial Specialists are not permitted to discuss any aspect of a competition with anyone other than the Technical Controller with whom they are serving.
- C. Trial Officials are not permitted to speak to skaters during Tests and Competitions.



- D. If approached by anyone other than the Referee regarding the Tests or Competition, Trial Officials must refer that person to the Referee, Technical Controller or Test/Competition/Judging Convener as appropriate.
- E. Trial judges must attend any post competition round table discussions.
- F. Trial judges may attend any post test feedback if invited by the testing judges but may not give any feedback themselves.