

BOARD OF DIRECTORS CODE OF CONDUCT

As the Governing Body recognised by ICU, we pride ourselves in our professionalism, our desire to raise the profile of our sport and our inclusive approach. Our aim is to be the best example of Cheerleading across the Globe. We as a Board play a critical role in reaching this goal and in the future development and success of our sport.

We, the board of SportCheer Scotland, have ultimate responsibility for all actions carried out by staff, committees and volunteers. Therefore, the onus on us is more stringent as our behaviour, actions and professionalism will set an example for others to follow, both internally and externally. We must set an example of best practice in all that we do and say in SportCheer Scotland.

The board is there to ensure the organisation inspires confidence and trust amongst its members, staff, partners, supporters, funders and suppliers by demonstrating integrity and avoiding any potential or real situations of undue bias or influence in decision making and in dealings with staff, members, volunteers and other stakeholders.

This code of conduct provides us as board members with guidelines as to the standards and behaviours that SportCheer Scotland expect from the board and/or board members (individually and collectively) when acting on behalf of, or representing, SportCheer Scotland. This code reflects the principles of good business practice required of us all. As elected Board members we are required to comply unconditionally with this code in fulfilling our obligations to SportCheer Scotland.

Responsibilities - Professional Standards

To maximise the benefits and minimise the risks to our athletes, we must attain an appropriate level of competence in our area of expertise.

Responsibilities – Personal Standards

We must demonstrate proper personal behaviour and conduct at all times.

Rights

We must respect and champion the rights of every individual to participate in our sport and to be treated fairly, equally and respectfully.

Relationships

We must develop positive relationships with the board members based on openness, honesty, mutual trust and respect.

As a minimum We will also comply at all times with the ICU Code of Conduct.

1. RESPONSIBILITIES – PROFESSIONAL STANDARDS

As a responsible elected Board member, I will:

1.1 Act in the best interests of SportCheer Scotland at all times and raise any concerns with the appropriate SportCheer Scotland board members should any issues of concern arise.

1.2 Contribute to the work of the board in order for it to fulfil its role and functions

- 1.3 Accept that my role is a collective one and that any task or function delegated to an individual board member or committee of the board does not relieve me of the responsibility for that task or function
- 1.4 Continue to be a member of SportCheer Scotland and eligible to act as a board member throughout my tenure and not be disqualified from acting as such. Any changes to this situation must be raised with the president immediately
- 1.5 Not share confidential information either verbally, written, electronic or on social media that would be to the detriment of SportCheer Scotland and /or our athletes.
- 1.6 Represent, or speak on behalf of SportCheer Scotland only when I have the authority and approval of the Board.
- 1.7 Not give interviews or share information with any media outlet without the advanced authorisation and approval of SportCheer Scotland.
- 1.8 Not become personally involved in operational matters that should rightly be handled by the appropriate member of staff or other designated person.
- 1.9 Act as a conduit for forwarding public comments and concerns to the appropriate staff member when presented with a complaint from a member/worker/volunteer or member of the general public.
- 1.10 Cooperate fully with others involved in the sport including but not limited to officials, team managers, member coaches, medical teams, parents, etc
- 1.11 Adhere to SportCheer Scotland board meeting etiquette by attending all meetings for the duration. Where this is not possible I will give timely advanced notice of my nonattendance
- 1.12 Graciously accept the decisions of judges and officials at competitive events, raising any concerns or complaints with my fellow Board members of SportCheer Scotland in the first instance.
- 1.13 Be familiar with the current national and international regulations on anti-doping in sport and never assist, support or ignore practices, policies or procedures that contravene national or international anti-doping regulations.
- 1.14 Never try to recruit (overtly or covertly) athletes who are already receiving coaching or encourage athletes to change all-star teams during or at the end of their current season.
- 1.15 Immediately declare an interest in any proposed transactions or arrangements where there may be a conflict of interest, with the intention of reaching a resolution.
- 1.16 Do not engage in any activities where an actual, potential or perceived conflict of interest could arise by my presence.
- 1.17 Avoid situations where personal, financial or other considerations could have the potential to influence or compromise my professional judgement, objectivity or loyalty to SportCheer Scotland
- 1.18 Complete and submit an annual conflict of interest form
- 1.19 Act with discretion and care in the performance of my role when dealing with difficult and confidential issues.
- 1.20 Ensure you are a member of the PVG Scheme.

- 1.21 Ensure you are a club or associate member of SportCheer Scotland and keep this up to date yearly. If it is a club membership, ensure that you are listed as the mailing list contact to keep up to date with SportCheer Scotland emails.

2. RESPONSIBILITIES – PERSONAL STANDARDS

As a responsible elected board member, I will:

- 2.1 Represent the interests of SportCheer Scotland as a whole, acknowledging that my duty is to SportCheer Scotland act in accordance with the law and regulations affecting SportCheer Scotland.
- 2.2 Be mindful of my legal duties by acting within my powers, promoting the success of SportCheer Scotland for the benefit of its members as a whole and by exercising independent judgement, reasonable care, skill and diligence
- 2.3 Be cognisant of the fact that my attitude, conduct and behaviour can impact the way in which the sport as a whole is viewed.
- 2.4 Act as a positive role model for athletes and coaches by conducting myself in a professional manner at all times, not bringing myself, the sport of cheerleading or SportCheer Scotland into disrepute by word of mouth, in writing, electronically, via social media or by deed
- 2.5 Conduct myself in a manner which reflects positively on SportCheer Scotland when attending external meetings or any other events.
- 2.6 Avoid swearing, abusive language and irresponsible or illegal behaviour, including but not limited to behaviour that is dangerous to me or others, acts of violence, bullying, harassment, and physical and sexual abuse
- 2.7 Challenge inappropriate behaviour and language by others and report any suspected misconduct by other Board members, coaches or other people involved in our sport to SportCheer Scotland and or the Safeguarding Team as soon as possible
- 2.8 Act ethically, professionally and with integrity, and take responsibility for my actions
- 2.9 Be honest and accurate when claiming reasonable out of pocket expenses
- 2.10 Do not engage in behaviour that could reasonably be viewed as inappropriate
- 2.11 Follow the relevant guidance on social media use and will not post on social media any content which is inappropriate or offensive.
- 2.12 Ensure all communications involving SportCheer Scotland matters is transparent and via official channels such as National Team emails, newsletters or official Facebook group.
- 2.13 Try to ensure decision making and governance issues are as transparent as possible, except when confidentiality is required or there is likely to be a breach of the privacy statement.
- 2.14 Do not share any confidential information regarding athletes, coaches or prospective athletes or Board outside of my own team / country.
- 2.15 Consistently promote positive aspects of the sport and never condone rule violations or adopt or encourage the use of prohibited or age-inappropriate substances or techniques.

3. RIGHTS

As a responsible elected board member, I will:

3.1 Act at all times, without discrimination on grounds of age, disability, race including colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation gender reassignment, marital status, being pregnant or on maternity leave,

3.2 Understand, agree and promote SportCheer Scotland's Equality, Inclusion and Diversity policy in every area of their work.

3.3 Respect the rights, dignity and worth of every athlete and treat everyone equally, regardless of background or ability

3.5 Do not use Team Scotland or SportCheer Scotland for personal or financial gain and never exert undue influence to obtain personal benefit or reward or accept benefits from third parties. This includes but is not limited to promoting my own team or team events.

3.6 Do not undermine, put down or belittle my fellow board members, our athletes, coaches or practitioners, or allow those behaviours to exist across SportCheer Scotland or towards other athletes or groups of athletes.

4. RELATIONSHIPS

As a responsible elected board member, I will:

4.1 Develop healthy and appropriate working relationships with the board based on mutual trust and respect.

4.2 Never make gratuitous or unnecessary physical contact with children, young people, athletes or coaches.

4.3 Never incite or engage in sexual activity, inappropriate touching or communication (in person or social media or any other form of verbal or nonverbal communication) with an athlete or other persons who are under 18 years of age.

4.4 Never incite or engage in sexual activity, inappropriate touching or communication (in person or social media or any other form of verbal or nonverbal communication) with an athlete, or other person, who is an adult at risk.

4.5 Not use my position to incite or engage in sexual activity, inappropriate touching or communication (in person or social media or any other form of verbal or non-verbal communication) with athletes, or other persons in athletics who are aged 18 years or over.

BREACH OF THE CODE OF CONDUCT

I understand that if I do not follow the code and these rules are violated, SportCheer Scotland has the right and will take appropriate action to assign penalties, suspend or permanently remove me from any future association with SportCheer Scotland or its members, events and properties.

Examples of penalties :

- verbal warning
- written warning
- be suspended
- be required to leave or be dismissed by SportCheer Scotland
- be referred to Disclosure Scotland.

I agree to comply with this code and to renew my commitment on an annual basis.

Print name _____

Signature _____

Date _____

