

<b>Organization:</b>	Fit Active Beautiful Foundation	<b>Policy No.</b>	CE02-02
<b>Policy Type:</b>	Code of Conduct and Ethics	<b>Approved Date:</b>	January 26, 2025
<b>Policy Title:</b>	Coach Code of Conduct Policy	<b>Effective Date:</b>	January 26, 2025

## FIT ACTIVE BEAUTIFUL FOUNDATION COACH CODE OF CONDUCT POLICY

### **PURPOSE**

As a coach representing Fit Active Beautiful (“FAB”), you play a vital role in shaping the experience, growth, and well-being of the individuals you mentor. This Code of Conduct Policy outlines the expectations and responsibilities for all coaches to ensure a safe, positive, and respectful environment.

### **SCOPE**

The Coach Code of Conduct Policy applies to all individuals serving in a coaching capacity within FAB. It covers all activities, events and interactions conducted under the auspices of FAB.

### **EXPECTATIONS AND RESPONSIBILITIES**

#### Commitment to FAB’s Mission and Values

- Support and uphold the mission, vision, and values of FAB as outlined in the FAB Values Agreement.
- Act as a positive role model.
- Promote inclusivity, respect, and fairness in all interactions.

#### Respect and Inclusion

- Treat all participants, staff, volunteers, and parents with respect, regardless of race, gender, religion, sexual orientation, ability, or background.
- Foster an environment free from discrimination, harassment, or bullying.
- Eliminate the appearance of “playing favourites” by identifying personal performance as the only criterion for success.

### Safety and Well-being

- Develop FAB participant's running speed and endurance skills through proper instruction of techniques and strategies.
- Prioritize the physical and emotional safety of participants.
- Adhere to all safety protocols and procedures established by FAB (e.g. holding sessions indoors during very hot weather, monitoring water intake, etc.).
- Ensure that essential safety materials, including each participant's emergency contact details, medical information, consent forms, the FAB official emergency contact numbers, your coaches' information binder, and a first aid kit, are readily accessible at every training session.
- Report any concerns about abuse, misconduct, or unsafe situations immediately.

### Professionalism and Integrity

- Maintain appropriate boundaries with participants.
- Avoid any behavior or language that could be interpreted as inappropriate, abusive, or offensive.
- Be punctual, prepared, and committed to scheduled sessions and events.

### Communication

- Stay informed of all program schedules, changes and organizational communications.
- Communicate openly, honestly, and respectfully with participants, parents, and staff.
- Use appropriate channels for communication.
- Keep parents informed about schedules, expectations, and any issues affecting their child.

### Skill Development and Encouragement

- Create an environment focused on skill development, teamwork, and personal growth.
- Work with each participant to ensure development and achievement of individual goals.
- Encourage participants to give their best effort and celebrate their achievements.
- Provide positive, meaningful feedback.

- Avoid placing undue pressure on participants to perform.

#### Conflict Resolution

- Address conflicts calmly, fairly, and professionally.
- Follow established protocols for conflict resolution within the organization.

#### Compliance with Policies and Laws

- Follow FAB's policies, procedures, and guidelines.
- Deliver the FAB 5K Challenge Program as demonstrated and communicated by FAB.
- Comply with local, provincial, and federal laws, including those related to child protection and safety.

#### Substance Abuse and Misconduct

- Never use, possess, or be under the influence of drugs or alcohol while coaching.
- Avoid any behavior that could harm the reputation of FAB.

#### Accountability

- Attend each session and event scheduled for the FAB 5K Challenge Program. If you cannot attend, contact the site coordinator. A minimum of two coaches should be at each session with a coach to participant ratio of no less than 1 to 12.
- Accept responsibility for your actions and decisions.
- Be open to feedback and strive for continuous improvement.

#### **RELATED DOCUMENTS**

- FAB Values Agreement
- Gender Equity Policy
- Accessibility Policy
- Anti-Bullying and Harassment Policy
- Child Protection and Safeguarding Policy
- Health and Safety Policy
- Concussion Management Policy

passion for  
helping young girls become strong women

## **REVIEW AND REVISIONS**

The Coach Code of Conduct Policy shall be reviewed by the Board at least annually. Any amendments must be approved by the Board.