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## P6 CODE OF CONDUCT

Scheduled Review

Triennially or as required

(Replaces Policy P4 MPP Part D)

Date of Board Approval

19 September 2022

Last Board Review: 19 September 2022

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### Overview

Karting Australia seeks to provide a safe, fair, and inclusive environment for everyone involved in our organisation and in our sport. We always endeavour to carry on the business of providing fair, safe, and socially responsible motor sport, an activity which is, therefore, vulnerable if its media, public or professional image is tarnished in any way.

We require certain standards of behaviour by all **Relevant Persons** and **Relevant Organisations** to which this Policy applies (whilst they are a Relevant Person or a Relevant Organisation), spectators and all other persons under our control (**Other Persons**) at, or:

- When taking part in any KA sanctioned and/or related activity in any capacity whatsoever regardless of whether they are taking part in a paid or unpaid/voluntary capacity.
- While travelling to or from those places; and
- At all other times at which Relevant Persons are wearing KA apparel or uniforms, whether compulsorily or by choice.

Our Codes of Conduct are underpinned by the following core values:

- To act professionally and always represent KA and our sport in a professional manner.
- To act within the Rules and spirit of our sport.
- To display respect and courtesy towards everyone involved in our sport.
- To prevent discrimination and harassment.
- To prioritise the safety and well-being and health of all people who participate in and who are involved in our sport.
- To encourage and support opportunities for participation in all aspects of our sport.

This Code of Conduct, as amended from time to time, binds all Relevant Persons, Relevant Organisations and Other Persons.

### Definitions

Defined terms not otherwise defined in this Code of Conduct Policy have been defined in, and have the meaning given to them, in the KA "Australian Karting Manual - National Competition Rules" (**NCR**), KA Constitution and KA Integrity Framework (**KIF**) and the Member Protection Policy (**MPP**).

## SCHEDULE 1 - CODE OF CONDUCT - GENERAL

Relevant Persons and Relevant Organisations to which this Policy applies (whilst they are a Relevant Person or a Relevant Organisation) including but not limited to all Drivers, Administrators, Officials, Licence Holders, Organiser's, Coaches, Support Personnel as defined in 'KIF' and spectators and all other persons under our control at any KA sanctioned and/or related activity (Other Persons) are bound by our Code of Conduct and are encouraged and expected to:

- a. Respect the rights, dignity and worth of others;
- b. Conduct themselves in line with KA's values;
- c. Be fair, considerate and honest in all dealings with others;
- d. Be professional in, and accept responsibility for, their actions;
- e. Make a commitment to provide quality service;
- f. Maintain a duty of care (and follow any safety guidelines) to others involved in KA, State Members and Affiliated Clubs (where a duty of care applies);
- g. Be aware of, and maintain an uncompromising adhesion to KA's standards, rules, regulations and policies including this policy and the Child Safeguarding Policy;
- h. Establish and maintain an environment that is safe for the conduct of activities for Children;
- i. Operate within the rules of the sport, including the National Competition Rules (NCR), national and international guidelines that govern KA, State Members and Affiliated Clubs;
- j. Show concern for the health, safety and welfare of members and participants;
- k. Give all people equal opportunity to participate;
- l. Be a positive role model, demonstrating a high degree of individual responsibility (especially when dealing with children), understanding that their words and actions are an example;
- m. Wear their uniform, accreditation and identification (as required) while involved in delivering karting services or as required by an affiliated member (such as when representing KA, State Members or Affiliated Clubs);
- n. Understand the repercussions if they breach, or are aware of any breaches of, this code of conduct;
- o. Do not shame, humiliate, oppress, belittle, harass or degrade any person, especially children;
- p. Do not unlawfully discriminate against any person, especially children, because of culture, race, ethnicity or disability;
- q. Do not engage in any activity with a Participant that is likely to cause harm;
- r. Do not do anything that brings KA, a Member State or an Affiliated Club of the sport of karting into disrepute or engage in conduct that is unbecoming;
- s. Do not use your involvement with karting to promote your own beliefs, behaviours or practices where these are inconsistent with those of KA, a Member State of an Affiliated Club;
- t. Do not supply alcohol or drugs (including tobacco) to Children participating in karting activities or services; and
- u. While on duty, do not:
  - i. use, possess or be under the influence of an illegal drug;
  - ii. use or be under the influence of alcohol;
  - iii. be incapacitated by any other legal drug such as prescription or over the counter drugs.

## SCHEDULE 2 – LICENCE HOLDERS

In addition to adhering to the Code of Conduct – General that is applicable to all people bound by this Policy, this specific Code of Conduct has been developed for Licence Holders.

This Code of Conduct – Licence Holders should be read in conjunction with the MPP and Child Safeguarding Policy.

Licence Holders are encouraged and expected to:

- a. not initiate or tolerate acts of aggression, or engage in any violence on or off the track;
- b. respect the talent, potential and development of fellow licenced participants;
- c. care for and respect the equipment used or provided to them as part of their program/activity;
- d. control their emotions, and not engage in verbal abuse of or swearing at or in the vicinity of others, sledging participants or behaviour that deliberately distracts or provokes a participant or official;
- e. maintain high personal behaviour standards towards participants, volunteers, and officials at all times;
- f. never argue with or dispute a decision of an Official. If a participant disagrees with a decision, they should deal with their dispute in accordance with the relevant rules;
- g. be honest in their attitude and preparation to practice;
- h. cooperate with coaches, support personnel and other individuals who may assist you in your karting development;
- i. not engage in conduct that is, unethical, unbecoming, or likely to cause harm to the reputation of the Participant or the Affiliated Club;
- j. not take part in any form of bullying including via the use of social media;
- k. Not make or post inappropriate, offensive, or discriminatory comments in public; and
- l. Use appropriately the facilities and equipment made available for karting activities.



### SCHEDULE 3 – ADMINISTRATORS AND VOLUNTEERS

In addition to adhering to the Code of Conduct – General that is applicable to all people bound by this Policy, this specific Code of Conduct has been developed for Administrators and Volunteers.

This Code of Conduct – Administrators and Volunteers should be read in conjunction with the MPP and Child Safeguarding Policy.

All paid administrators and volunteers must meet the following requirements:

- a. adopt a collaborative and consultative approach to planning, leadership, management, administration and decision making;
- b. create accessible pathways for people to participate in karting, not just as an Participant but as an Official, administrator or any other role;
- c. ensure that rules, equipment, length of activities and practice schedules are in accordance with the NCR as well as suited to the age, ability and maturity level of participants;
- d. ensure an environment that provides quality supervision and instruction for Child Participant's;
- e. remember individuals participate for their enjoyment and benefit, so maintain a balanced approach with awards and competition results with acknowledgement of social karting participation;
- f. assist officials, coaches and participants in highlighting appropriate behaviour and skill development to help improve the standards of officiating and coaching;
- g. ensure all involved in karting emphasise fair play, not winning at all costs and sportsmanship to the highest degree;
- h. support implementation of all policies and procedures of KA, Member State and the Affiliated Club; and
- i. make it clear any breach of this policy including abuse, bullying or harassment is unacceptable and may result in disciplinary action.



## SCHEDULE 4 – OFFICIALS

In addition to adhering to the Code of Conduct – General that is applicable to all people bound by this Policy, this specific Code of Conduct has been developed for Officials.

This Code of Conduct – Officials should be read in conjunction with the MPP and Child Safeguarding Policy.

All Officials must meet the following requirements regarding their conduct during any activity sanctioned by KA and/or a Member State in their role as an Official appointed by KA, a Member State, or an Affiliated Club:

- a. understand and completed the appropriate Officials accreditation and/or endorsement for each Officials role they are undertaking or intending to undertake;
- b. be fully conversant with the National Competition Rules (NCR) and/any other published rules and regulations pertaining to the competition to be officiated;
- c. actively maintain technical knowledge through ongoing review of the NCR, technical publications, and review of videos/livestreaming;
- d. be punctual for all official events and attend all pre-competition Officials briefings;
- e. dress in a tidy fashion, with appropriate and allocated Officials clothing befitting the status and image of an Official;
- f. be prepared and confident to follow the NCR rules in applying sanctions, penalties and/or referrals to tribunal hearings as appropriate to the alleged breach;
- g. be accountable for one's own officiating performance by being consistent and objective;
- h. be cooperative in using appropriate Officials templates and in providing unbiased information for relevant reviews and hearings;
- i. when travelling to officiate for KA, Member State of Affiliated Club ensure you abide by the KA or relevant Travel Policy including the process for booking and/or claiming travel expenses; and
- j. not engage in conduct that is, unethical, unbecoming, or likely to cause harm to the reputation of the Participant or the Affiliated Club.

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## SCHEDULE 5 – PARENTS, GUARDIANS AND PARTICIPANT LICENCE HOLDERS

In addition to adhering to the Code of Conduct – General that is applicable to all people bound by this Policy, this specific Code of Conduct has been developed for Parents, Guardians and Participant Licence Holders.

This Code of Conduct – Parents, Guardians and Participant Licence Holders should be read in conjunction with the MPP and Child Safeguarding Policy.

All Parents, Guardians and Participant Licence Holders must meet the following requirements in regard to their conduct during any activity or event:

- a. remember that their Child participates in karting for their own enjoyment, not theirs;
- b. focus on their Child's efforts, participation and enjoyment rather than winning or losing;
- c. never ridicule or yell at their Child or any other Children for making a mistake or losing a race or event;
- d. show appreciation for good performance by all participants;
- e. recognise volunteers, officials, coaches and administrators who give up their valuable time;
- f. respect Officials' decisions and teach Children to do likewise;
- g. not engage or condone any physical and/or verbal intimidation or abuse towards a participant, official or volunteer;
- h. not enter the restricted areas of the track, unless authorised by an official;
- i. respect KA administrators and abide by their decisions;
- j. allow fellow parents the respect they deserve in their viewing of or involvement in their Child's participation;
- k. respect the facilities and equipment of their own and other clubs;
- l. not take part in any form of bullying, make or post inappropriate, offensive, or discriminatory comments in public or on social media; and

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## SCHEDULE 6 – SPECTATORS

In addition to adhering to the Code of Conduct – General that is applicable to all people bound by this Policy, this specific Code of Conduct has been developed for Spectators.

This Code of Conduct – Spectators should be read in conjunction with the MPP and Child Safeguarding Policy.

All spectators must meet the following requirements in regard to their conduct during any activity held or sanctioned by KA:

- a. Focus on the Participants' efforts and performance rather than winning or losing;
- b. Never ridicule or yell at Participants for making a mistake or not winning a race and/or competition;
- c. Show appreciation for good performance by all participants (including opposing Participants);
- d. Respect Officials decisions and teach others to do likewise;
- e. Show appreciation and respect for volunteers, officials, coaches and administrators;
- f. Review the KA Accredited Photographers and Media Policy, prior to an event, before taking photos or videos of participants; and
- g. Allow fellow spectators the respect they deserve in their viewing of the class/event.

