



Code of Conduct for all

Version	Published	Comments	Author
1.0	May 2018	Added reference to ETA values. General re-edits. Added detail on debts. Merged with generic content from Participant Agreement and Code of Conduct.	Governance Director
1.1	May 2018	Updated the Code including matrix for all.	COO
2.0	May 2018	Updated following feedback from HP team. removed inconsistencies in formatting and references.	Governance Director
2.1	July 2018	Reviewed and Finalised	COO

Definitions

The definitions within the Code of Conduct are consistent with the Disciplinary Regulations; with the following terms having the meanings set out below:

Term	Definition
Adult at Risk	means an individual aged 18 years or over 'who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation'
Board	means the Board of Directors of England Touch.
Child(ren)	means an individual who is under the age of 18.
Club	means any club admitted from time to time to membership of England Touch
Codes of Conduct	means the set of behavioural standards which England Touch has established as the expected minimum standards of behaviour.
Competition	Mean any competition which is run by England Touch or a member of England Touch
Confidential Information	means any information supplied or disclosed that is confidential or secret in nature and is supplied in such a way as to impart a duty of confidence.
Conflict of Interest	means a situation in which an individual has competing interests or loyalties or there may be a perception of or actual bias.
Disciplinary Action	means proceedings, or part thereof, in accordance with The Disciplinary Regulations
Disciplinary Matter	means inappropriate, incorrect, improper or unlawful conduct, any breach of The Disciplinary Regulations, the rules, regulations, codes, bye-laws, policies or licence schemes imposed by England Touch on any Member from time to time, or any conduct which is detrimental to the interests of the Sport.
Disciplinary Regulations	means England Touch's Disciplinary Regulations and any amendments or updated versions thereof that may be made from time to time.

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England Touch	means the England Touch Association Limited, a private company limited by guarantee and registered in England with the registered number of 07164624 and registered office at 3 Maltby Court, Oldham, OL4 5EB.
FIT	means the Federation of International Touch.
Grievance	means an informal expression of dissatisfaction with the actions or behaviour of a Member or Connected Participant. The individual raising a Grievance will not wish to follow formal Disciplinary Procedures for the Grievance but wants to resolve the situation informally. Procedures for informal resolutions of Grievances are not set out The Disciplinary Regulations and will be left to the discretion of the organisations or individual receiving the Grievance.
Lead Child Protection Officer	means the England Touch Compliance and Inclusion Manager or any other individual responsible for national Child, Young Person and Adult at Risk protection and equality issues at England Touch.
Member	means any individual or organisation appointed as a Personal or Group Member in accordance with England Touch’s Articles of Association. Where an organisation is a Member, the leader of the organisation (usually the Chairman of the management group/committee) will be held to account on behalf of the organisation. Sanctions (including Interim Suspensions) resulting from the Disciplinary Procedure may be applied to the organisation.
National Governing Body	means England Touch.
Participant	means any person who from time to time participates in Touch by way of being a volunteer serving on the England Touch Board, in a regional capacity, national capacity or otherwise. For the avoidance of doubt, the Codes of Conduct and Disciplinary Regulations apply to Participants involved in the Sport, including Non-Executive Directors of England Touch, the England Touch Board, in a regional capacity, national capacity or otherwise and other volunteers.
Participant	means Players, Coaches (including both head coaches and assistant coaches) and support staff – including but not limited to operational staff, high performance staff, technical advisors/analysts, team operations managers, medical staff, sports science staff and other any roles that provide assistance and/or advice to the players and/or coaches. It also includes, Board members of England Touch and volunteers.
Represent/representation/representing/representative	used in relation to Participants.
Social Media	means media designed to be disseminated through social interaction, using highly accessible and scalable publishing techniques. Social media use internet and web-based technologies to communicate with one another and receive news, information and entertainment. Types of Social Media include networks like Facebook, Twitter, Instagram, Snapchat, YouTube.
Touch	means the game of Touch or any versions of the game that is recognised and governed by England Touch.



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Foreword

Sporting excellence and enjoyment are only achieved by Participants through adherence to the highest moral, ethical and sporting standards.

Our values, that are core to our sport, are: inclusive / transparent / ambitious / united / respectful.

Our vision, and the future we seek to create is, 'to lead the development of touch, to become England's leading recreational activity'.

To achieve this vision, we must continue to engage with Members and provide them with an enjoyable, exciting and stimulating experience. The promotion of our values is fundamental to this objective. Our Code of Conduct sets out the standards and expectations that are applicable to every Member and Connected Participant involved in the delivery of Touch, under the auspices of England Touch.

This Code of Conduct is applicable to everyone involved with Touch in England. Breaches of standards and expectations in the Code of Conduct must always be taken seriously and fairly handled according to open and transparent regulations. The application of sanctions must be consistent, relevant and proportionate. Our Disciplinary Regulations define the regulations under which any breach or alleged breach will be investigated. Currently, the ETA have adopted the [FIT disciplinary policy](#), until such time we have formalised our own.

It is the responsibility of all Participants to understand England Touch's standards and expectations under the Code of Conduct and to help us ensure that the Code is applied by all Touch participants in England. Representing and/or working for England Touch is a great honour for you, your family and your club/region. England teams are the pinnacle of achievement of the game and are highly visible to other participants, supporters, sponsors and the wider public.

There is great responsibility in being a participant for England and it is important for you to work productively with team mates, coaches, support staff, other England teams and the England Touch Association (ETA). You need to recognise this responsibility and behave accordingly.

Introduction

This document provides a unified set of standards of behaviour as well as requirements in relation to affiliation and membership, England Touch kit and finances. The Code of Conduct applies to all Participants.

The Code of Conduct is designed to ensure that any Participant understands and appreciates their role and the behaviour expected of them. England Touch wishes for all players to find enjoyment in the sport and fulfil their aspirations in a safe and positive environment which the Code of Conduct seeks to set out.

The purpose of this Code of Conduct is to:

- Ensure the wellbeing of everyone involved with Touch;
- Safeguard the integrity of England Touch and the game as a whole; and



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- To ensure that England Touch is not brought into disrepute.

Everyone involved with England Touch has a responsibility to promote high standards of behaviour in the game. Touch prides itself on being a family game which prioritises creating a safe, inclusive and respectful environment for all to enjoy and achieve their full potential.

Touch is an inclusive sport and England Touch is committed to its core values of:

Inclusive | Transparent | Ambitious | United | Respectful

The standards of behaviour are defined below. Any reported and/or identified breach of the Code will initiate an internal investigation and may result in subsequent disciplinary action, as set out on the Disciplinary Regulations

The Code of Conduct sits alongside the [FIT Playing Rules](#) and [FIT Code of Behaviour](#) and should be read alongside of these documents. Note, where there is conflict of interpretation between England Touch's Code of Conduct and FIT documents, the wording of the FIT documents shall take precedence.

Additional requirements that all Participants agree to on selection to represent and/or appointment to work for England Touch are outlined below.

General Principles

England Touch will take positive action to ensure that high standards of behaviour are maintained at all times throughout its Participants. This Code of Conduct sets out the basic standards which it expects from its players, coaches, spectators, parents, administrators, volunteers and match officials, regardless of the standard. Touch is an inclusive sport and England Touch is committed to its core value of **Inclusive, transparent, united, ambitious and respect.**¹

As such, all Participants will agree to this Code of Conduct and in particular:

- **Discourage** all instances of unsporting behaviour;
- **Respect** the rights, dignity and worth of every person regardless of their age, ethnic origin, gender, special needs, including learning and physical disabilities, class or social background, religious beliefs, sexual orientation, marital status, pregnancy, colour or political persuasion;
- **Safeguard** the wellbeing of Children and protect them from abuse and poor practice; and
- **Promote equality and diversity** throughout the game.

¹ http://englandtouch.org.uk/media/1161/eta_vision-mission-values.pdf



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Application

The Code of Conduct applies from the moment:

- A **player** is announced in a squad to represent England Touch
- A **coach** or **support staff** member is appointed to any position within England Touch and/or the High Performance Team to represent England Touch, and remains in place until the end of their appointment as stated in their Task Description.

The list below covers as many eventualities as possible, however, if a situation or behaviour arises that is not covered, then the overarching standard is applied:

At all times you should act and behave in a manner that maintains or enhances the public reputation of Touch and the ETA.

The ETA will consider any action or statement that fails to meet this standard as a contravention of the Code.

The Code of Conduct

Our Code of Conduct requires the highest standards of conduct from everyone involved in England Touch to ensure that their behaviour and actions meet the values and standards expected at all times. Everyone must conduct themselves in an honest, fair, impartial and transparent manner.

I will Respect:

1. The rules, regulations and requirements of the Sport, including, but not limited to, any competitions in which I participate either directly or indirectly.
2. The rights, dignity and worth of all people involved in Touch.
3. The rights, dignity and worth of Children and Adults at Risk and ensure that I am aware of the [Safeguarding Policy](#) and [Guidance](#).
4. Confidentiality and the sensitivities of information in accordance with the ETA's [Data Protection](#) and [Confidentiality Policies](#).
5. The reputation of Touch, the individuals involved in Touch and not take any action or make inappropriate comments about a fellow participant, coach, official, volunteer or member of England Touch's staff that will bring Touch or those associated with delivering Touch into disrepute, including making comments on social media technology. I will respect England Touch's guidance and policies on [social media](#) technology.
6. The position I hold within England Touch and always conduct and dress myself in an appropriate manner when representing the sport.
7. The result of the game and will not attempt to offer or accept influence either directly or indirectly any consideration whatsoever in return for influencing or attempting to influence the result or seek to achieve personal gain on a result which I can influence by betting on any match or event where I am participating, either by playing, coaching or officiating, or through direct or indirect involvement.



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Touch is based on Teamwork, therefore I will:

8. Not abuse or misuse any relationship of trust or position of power or influence held by me in my team, be that my playing team, Club, Region or England Touch Squad.
9. Be on time, dressed appropriately and ready to give my full attention to the role I am carrying out within England Touch.
10. Recognise that individuals bring different qualities and attributes but “together we will excel”.
11. Welcome new members, volunteers, and Participants and cooperate with Members, Participants, colleagues, coaches, officials and administrators connected to the Sport.

I recognise individuals participate in Touch to achieve and have fun, therefore I will:

1. Recognise the achievements of others and applaud their successes.
2. Endeavour to ensure that all involved in Touch optimise their potential by promoting the positive aspects of the sport and never condoning the use of inappropriate or abusive language, inappropriate relationships, bullying, harassment, discrimination or physical violence.
3. Not impinge on others enjoyment of Touch or my performance by consuming alcoholic drinks or smoke immediately prior to or while participating in the sport, or while safeguarding children or vulnerable adults.
4. Ensure that everyone has the opportunity to participate in a fair, honest environment by rejecting cheating, abiding by the [Anti-Doping policies](#) and not taking illegal substances at any time whatsoever.
5. Display modesty in victory and graciousness in defeat; be sporting – whether I win or lose; always acknowledge the other team and the umpires at the end of the game with a handshake or three cheers.
6. Never argue with an official or Participant during a game and listen to and cooperate with officials' decisions.
7. Control my temper; I understand that verbal, emotional and physical abuse of officials, coaches, spectators or participants, or deliberately distracting or provoking a participant, coach or official is not acceptable or permitted behaviour in Touch.
8. Enjoy the game and ensure others are also able to do so.

I will endeavour to abide by this code of conduct and promote it to others.

I understand that if I fail to follow this code, England Touch may take action against me under the Disciplinary Regulations which may result in Sanctions including fines and suspension.

Off-Field Activities and England Touch Camps/Tours

- All participants will be held responsible for any damage caused to facilities while attending any England Touch activities due to his/her conduct and actions, whether intentional or not. Any claims made by a third party against individuals or England Touch must be met by participants at their own expense (or by their parents/guardians for participants under the age of 18) in the event that they are not properly covered by appropriate insurance.
- Participants should behave appropriately at all times in accommodation provided by England Touch. In particular, players will be encouraged to adhere to their team/squad 'lights out' policy, when respectful quiet should be maintained.



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- All participants are encouraged to inform their head coach/team manager if they are required to leave the team/squad facility. Any participants under the age of 18 will be expected to have with them, details of the accommodation in case they are separated from the team/squad. Participants under the age of 18 are not permitted to leave the team/squad facility unaccompanied.
- Any physical contact of a sexual nature by or with any participant(s) under the age of 18 will be considered as a breach of England Touch conduct.
- All participants are encouraged to spend free time in groups. During free time a member of the coaching staff will be available at a designated rendezvous point.
- When the team/squad arranges to meet at a pre-agreed time, all players are expected to be there without delay. Unnecessary lateness causes anxiety over safety.
- When at training camps and international competition, where meals are provided, all participants are encouraged to eat together as a team/squad. Participants under the age of 18 are required to attend all pre-arranged meals.
- Participants are not to drink during training camps or competition to an extent where it will be detrimental to the standards adhered to in this Code of Conduct. Age limits for consumption and possession of alcohol must be adhered in all countries and regions, especially where the legal regulations and restrictions are more severe than in the UK. The consumption of alcohol is a privilege and therefore at the discretion of the Head Coach of the respective team. This privilege may be withdrawn at any point.

Disciplinary Procedure

Any action by a participant or group of participants that is reported to and/or identified by the ETA as a possible breach of this Code will:

- Firstly be investigated by an ETA director, e.g. High Performance Director, Governance Director.
- Secondly, upon confirming a breach of the Code and undertaking an initial assessment of its severity, the investigating director will either:
 1. Refer the matter to the Head Coach/Captain/Team Manager of the respective team(s) of which the individual or group of individuals is a part so that matter is dealt with internally by the relevant leadership team, and to satisfaction of investigating ETA director; or
 2. Convene an 'Advisory and Disciplinary Panel' of three ETA directors to review the matter formally and determine any disciplinary action as deemed warranted by the individual(s) actions in contravention of the Code. Depending on the severity of the offence, sanctions could include immediate removal from the squad and possible further disciplinary action by the ETA. Any sanction must reference the welfare of the individual concerned. The Panel members will be determined [Board members](#).



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Additional Requirements

Affiliation and Membership Policy

- All players and coaches are required to hold the requisite full individual membership with England Touch to be eligible to represent England. (For clarity: one-off or University membership does not constitute the requisite individual membership.)
- England players, coaches, managers and all persons connected with England Touch are not permitted to play, coach, referee, organise, or in any other way support unaffiliated playing leagues or competitions.
- Players can only take part in England/Regional Trials if they play in affiliated leagues (or are members of an affiliated club) and ARE NOT COMPETING (player, referee, venue manager, etc.) in an unaffiliated league/competition. (Unless prior dispensation has been agreed by the Executive Committee in writing)
- Some smaller leagues / social events may fall outside of the affiliation requirements. Any player with a query in this respect should contact ETA Membership (membership@englandtouch.org.uk).

A list of affiliated leagues can be found on the following ETA website. This is also available on request.

England representative Kit Policy – Including Sponsors/Partners Commitment

- Off-field kit is supplied by Belief.
- On-field kit is supplied by Belief.
- No previous kit or other brands are permitted to be worn at official training sessions or tournaments. Once you receive your kit, you will be expected to wear it at all times during camps and tournaments. This will help establish a greater 'Team England' identity, a professional image for England Touch and allow England Touch to fulfil its sponsorship, partnership and other commercial agreements.
- Players will be required to purchase a minimum amount of playing / training / off-field kit at set dates throughout the year.
- Minimum required kit is currently:
 - Playing kit
 - Training kit
 - Off field polo and track pants

Debts Policy

- Any debt owed by a participant to England Touch resultant from campaign costs, including costs incurred for kit, camp or touring components and/or services ordered and/or used will be recorded against that participant's name.
- Where a debt is applied against a participant under 18, the debt will be owned by their parent/guardian, however, sanctions will be applied to the participant.
- England Touch reserves the right to revoke eligibility for participants with any outstanding debt. All outstanding debt must be paid in full before a participant can be considered eligible to take part as a player, coach or manager in any England Touch run events (including all series events), Nationals or international representation.



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- If players are having issues with the payment, they are advised to contact the HP Team at their earliest convenience and not after any set deadlines to discuss alternative arrangements.

Policy review

This code of conduct will be reviewed every 2 years or sooner as required by law or a change on policy.

*****ENGLAND TOUCH ADVISES THAT YOU RETAIN THIS DOCUMENT FOR REFERENCE*****