

HPSNZ CODE OF CONDUCT GUIDANCE: CONSIDERATIONS AND RECOMMENDATIONS



The purpose of a code of conduct (CoC) is to set standards of behaviour for individuals who operate within a respective system. This Code of Conduct Guidance document is developed for sports with high performance environments (HPE) and with core wellbeing principles (transparency, inclusion, continuous growth) in mind.

General considerations	HPE-relevant considerations
Audit and evaluate possible existing CoCs in your sport (if applicable, determine whether you are just updating or fully overhauling what you may have already)	Unique factors of the sport (e.g., athlete median age, de/centralisation, location/hemisphere, gender, weight classification requirements)
Clarify the purpose of the CoC document/s	Distribution of athletes across the pathway
Articulate your mission, values and principles based on your strategic plan	Travel (both domestic and international, and with minors and potentially whānau)
Specify the scope (who the Code applies to) – consider if multiple CoCs are needed	Athlete performance support needs/requirements
Clarify expectations (behaviour standards) of each group for whom the Code applies	Extent of engagement from family/whānau
Include a flowchart that clearly outlines processes used to address issues	Roles of stakeholders such as consultants in HPE
Emphasise what best practice principles look like (examples can be helpful)	Align content to HPSNZ Wellbeing Framework and Guidelines and related materials
Identify other policies that might be included as part of the Code (see below exs.)	
Refer to other policies that should be considered (e.g., national integrity codes)	

RECOMMENDATIONS:

1. When developing or revising your Code of Conduct, establish the various factors that are distinct and/or will require particular consideration based on your HPE.
2. Engage in legal consultation (e.g., this could include a Board member who may have such expertise) and ensure that you attend to general and your HPE-specific considerations in your Code of Conduct (and all policy documents).
3. Include relevant parties throughout the development and implementation process (anyone who should have input and awareness).
4. As/if a fit, you may want to include related policies as part of or consistent with your Code of Conduct, such as:
 - Safeguarding
 - Alcohol, Drug and Fit for Work policy (incl. Smoke and Vape guidance)
 - Expected behaviour of HP cohorts (coaches, support staff, athletes, leadership, volunteers)
 - Close relationships policy
 - Conflict of interest (COI) policy
 - Discrimination, bullying, harassment policy
 - Diversity, equity, and inclusion (DEI) policy
 - Privacy and confidentiality
 - Copyright and Intellectual Property
 - Equal employment opportunities (EEO)
5. Ensure that you disseminate your Code of Conduct (and any policy documents as appropriate) to ALL relevant parties at onboarding.
6. If multiple policies are incorporated/presented, consider creating a multi-tabbed spreadsheet or bookmarked pdf for ease of access.

Note: Codes of Conduct should not conflict with any codes of practice (such as the National Integrity Code) if those have been adopted by sports/NSOs, as the national code would take precedence.