Introduction

Whilst student duty of care is a key priority at all School Sport Australia events, every effort is also made to afford all students the opportunity to accept leadership roles within its programs. School Sport Australia is also proactive in providing students with opportunities to participate in ambassadorial roles which assist in enhancing their self-esteem and social development.

It is recognised that for the large majority of School Sport Australia events and international tours, participants compete and behave in an outstanding manner in line with the expectations of the School Sport Australia Codes of Behaviour. All participants and their parents must be made aware of these Codes and the consequences of breaking them prior to all events and tours.

These procedures are intended to assist team management in dealing with student misbehaviour at any School Sport Australia event and during international tours.

Codes of Behaviour

The following are the School Sport Australia Codes of Behaviour for team members at School Sport Australia events and during international tours:

✓ Be a good sport
✓ Play for enjoyment
✓ Strive for personal excellence
✓ Work hard for your team as well as yourself
✓ Treat all team-mates and opponents as you enjoy being treated yourself
✓ Play by the rules
✓ Co-operate with team and game officials
✓ Control your behaviour on and off the field
✓ Learn to value honest effort, skilled performance and improvement
**Inappropriate Behaviour**

Examples of inappropriate behaviour that is unacceptable includes:

- Having or consuming alcohol
- Having or using other illegal drugs or substances
- Smoking
- Sexual activities
- Sexual harassment
- Vandalism or other criminal offences
- Swearing or abusing others
- Physical violence towards others
- Harassment or vilification of others
- Violating the School Sport Australia Student Accommodation Policy
- Violating team curfews
- Refusing to comply with instructions
- Poor sportsmanship or cheating

**Procedures**

a) **School Sport Australia Events**

It is recognised that students participating in School Sport Australia events are under the direct control of team management from their state/territory and may be dealt with according to that state/territory’s student behaviour management policy.

However, where misbehaviour occurs during School Sport Australia events which contravenes the School Sport Australia Codes of Behaviour and is considered serious enough to warrant immediate and/or further action, the following procedures are recommended:

- Team management should investigate the incident/s thoroughly and obtain written documentation of the sequence of events from all parties. This investigation must include interviewing the student/s involved and providing them with the opportunity to respond to the alleged misbehaviour.

- To ensure natural justice during any interview process, team management must ensure that students have access to an individual advocate of their choice.

- If in the opinion of team management any offences are proven, they should immediately inform the event convenor, their respective school sports association Executive Officer and the parents/guardians of the student/s

- Team management, in consultation with their respective school sports association Executive Officer should decide on any action to be taken. Courses of action could include:  
  - Dealing with the incident on the spot
  - Suspending the student from further participation in the event
  - Advising the Principal of the student’s school
  - Sending the student home

  Where appropriate, the host state Executive Officer may participate in this process.
• Any disciplinary action taken by the student's team management should be reported immediately to the event convenor, the student and his/her parents/guardians, and the School Sport Australia National Sports Secretary who should inform the School Sport Australia office.

• At the conclusion of the event, team management should present a full written report to their respective state school sports association who shall decide if any further action is warranted.

b) International Tours

Prior to any international tour, all participants and their parents must be made aware of the School Sport Australia Codes of Behaviour and the consequences of breaking them prior to all tours. Students and their parents must sign a statement acknowledging that they have read, understood and agree to abide by these codes and any other tour rules and accept the consequences of breaking them.

Where misbehaviour occurs during School Sport Australia international tours which is deemed serious enough to warrant immediate and/or further action, the following procedures should be implemented:

• Team management should investigate the incident/s thoroughly and obtain written documentation of the sequence of events from all parties. This investigation must include interviewing the student/s involved, advising them that a breach has occurred and providing them with the opportunity to respond to the alleged misbehaviour.

• To ensure natural justice during any interview process, team management must ensure that students have access to an individual advocate of their choice.

• All written records should be signed and dated by the contributor and countersigned by a member of the team management. Information should include precise facts and detail without any emotional connotation. All documentation must be forwarded to the School Sport Australia office.

• If in the opinion of team management any offences are proven, they should immediately inform the School Sport Australia Executive Officer, who shall inform the parents/guardians of the student/s and the Executive Officer of the respective state/territory school sports association.

• Team management, in consultation with the School Sport Australia Executive Officer shall decide on any action to be taken. Courses of action could include:
  - Suspending the student/s from further participation in tour activities
  - Sending the student/s home

• Should the decision be made to send the student/s home, team management should consult with the School Sport Australia Executive Officer to co-ordinate transport requirements and appropriate consultation with the student/s parents/guardians.

• At the conclusion of the event, team management should present a full written report which includes any documentation gathered as detailed above to School Sport Australia.
At the conclusion of the tour, the School Sport Australia Welfare Committee (nominated members of the Executive Committee) reserves the right to take or recommend to its member bodies any further disciplinary action it feels may be warranted.

**Appeals**

Any student/s who has/have been disciplined using the above procedures shall have the right to lodge an appeal if they believe that natural justice has not been served.

In the case of School Sport Australia events held in Australia, this appeals process shall be determined by the state/territory school sports association of the student/s involved.

In the case of School Sport Australia approved international tours, the following procedures will apply:

i) Any intention to appeal must be in writing and submitted within one week of the conclusion of the tour or within one week of receipt of advice of any decision made by the School Sport Australia Welfare Committee.

ii) Where an appeal is submitted, the student/s and his/her parents/guardians may request to appear before the appeals panel to put their case.

iii) The appeals panel shall consist of the School Sport Australia President, the student’s School Principal and a representative of the student’s state school sports association.

iv) The outcome of any appeal shall be final and will be communicated in writing to all relevant parties.