**KTBA Code of Conduct**

**HOUSE**

The KTBA House League program has many stakeholders including players, coaches, umpires,

volunteers, parents and other spectators, sponsors, and community members. To help ensure that the

KTBA House League program operates in a pleasant and respectful environment, where everyone can

have a positive baseball experience we have introduced the KTBA House League Codes of Conducts.

Any individual who is a KTBA house league registered player, coach, or umpire and found to be in violation of the Code of Conduct, or guilty of abusive conduct towards another individual, on or off the field, will be subject to reprimand or discipline, depending on the extent and nature of the offence.

Spectators who are not associated with a KTBA registrant are still subject to the applicable City of Kingston municipal by-laws. Individuals who engage in any unacceptable behavior may, depending on the severity, be barred immediately from KTBA events, and if necessary, subject to legal ramifications.

By registering on the KTBA electronic registration system, every registrant agrees to comply with the

KTBA Code of Conduct, KTBA Fair Play Code, Policies & Procedures and all rules, regulations and bylaws of all governing bodies. (The House League policy shall deal with any and all events, including but not limited to practices, team fuctions, games, tournaments and play offs)

**KTBA House League Code of Conduct: Coaches**

The player/coach relationship is a privileged one. Coaches play a critical role in the personal as well as the athletic development of their players. They must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it. Coaches must also recognize that they are conduits through which the values and goals of the KTBA are channeled. Thus how a player regards playing baseball is often dependent on the behavior of the coach.

A coach must not exploit this privileged relationship with players for personal, ideological, material or other advantage. Coaches are responsible for their own behavior as well as that of their players. This Code of Conduct has been developed to aid coaches in achieving a level of behavior that will allow them to assist their players in becoming well-rounded, self-confident and productive players and citizens.

**The KTBA House League Code of Conduct for coaches is to ensure each coach shall:**

• Provide a high quality baseball program for players within a positive environment/atmosphere.

• Provide an environment for players that is free of harassment. Harassment takes many forms but

can generally be defined as behaviors, including comments and/or conduct, that are insulting,

intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or

group of individuals or which creates an uncomfortable environment.

• Treat all players fairly and equitably, by refraining from discriminating against any player with respect

to race, colour, ancestry, place of origin, religion, family status, physical or mental disability, gender

or sexual orientation.

• Lead by example and balance the competitive aspects of the game with the principles of Fair Play,

player development and good sportsmanship.

• Be thoroughly acquainted with the applicable rules of baseball and actively uphold the rules of

baseball, the spirit of the rules of baseball, and expect players to do the same.

**KTBA House League coaches shall also:**

• Abide by the KTBA Fair Play Code for Coaches.

• Treat opponents and officials with due respect both in victory and defeat and encourage players to

act accordingly.

• Be a positive role model - maintain high standard of personal conduct, fair play, and good

sportsmanship.

***KTBA House League Program Guide No. 1***

• Be properly dressed at all games and practices.

• Speak respectfully to players, officials and parents.

• Be enthusiastic and generous with praise when deserved.

• Offer constructive feedback in a positive manner in an effort to improve the skills of their players.

• Ensure that all athletes get equal instruction and support as well as fair playing time.

• Consider the player’s future health and well-being as foremost when making decisions regarding an

injured player’s ability to continue playing or training; communication with registered medical

practitioners via the parents in the diagnosis is recommended.

**KTBA House League coaches shall not:**

• Be alone with a player out of public view.

• Permit themselves to be put in a vulnerable position with a player or parent.

• Be involved in any circumstance which is offensive or suggests sexual connotations.

• Use a social network such as Facebook to communicate with players.

• Use physical force in any kind in the conduct of coaching duties.

• Use foul, profane, inappropriate, harassing or offensive language or gestures in the conduct of

coaching duties.

• Publicly criticize KTBA officials, volunteers, or other participants.

• Be responsible for providing drinks, snacks or administering medication.

• Smoke, drink alcohol or use a controlled substance while acting as coach.

• Use tobacco products, alcohol or controlled substances while at any KTBA events and discourage

their use by players. Can(s) of chewing tobacco are not to be on the playing field or kept in the back

pocket of your baseball pants or in the equipment bags of players. Umpires will immediately eject a

player or coach from the game should either of these tobacco violations occur.

• Under any circumstances, endorse, recommend or suggest the use of performance enhancing

drugs or supplements by any player.

***KTBA House League Program Guide No. 2***

**KTBA House League Code of Conduct: Players**

Players are responsible for their conduct at any KTBA event. The conduct and actions of players are a

reflection of themselves, their team, the KTBA and the Kingston community. A player’s involvement in

baseball provides opportunities and experiences that are important to the development of a well-rounded

individual; however, players must remember that their participation in baseball and functions of the KTBA

is a privilege, not a right.

**Players shall:**

**Show Respect**

• Players are expected to show respect for the game of baseball as well as respect for their coaches,

teammates, opponents, opposing coaches, umpires, event organizers and spectators.

• Be in uniform and come prepared to play when arriving at a game or practice.

• Respect and accept with dignity the decisions of officials and the KTBA.

• Be humble in victory and gracious in defeat.

**Exercise self-control at all times**

• Remember that there is no place in baseball for drugs, performance enhancing drugs or

supplements, alcohol or tobacco products.

• Refrain from unsportsmanlike gestures, talk, language, or profanity. Taunting, teasing, or deliberately

trying to distract players on the opposing team is not acceptable.

• Refrain from throwing equipment in disgust (bat, helmet, glove, or any object).

• Refrain from the use of physical force outside of the rules of the game.

• Follow the guidelines set forth by your coach and the KTBA.

**Play fair**

• Abide by the KTBA House League Fair Play Code for Players.

• Play within the rules and the spirit of the rules of the game at all times.

• Play within the rules and the spirit of the rules of the KTBA at all times.

**KTBA House League Code of Conduct: No. 3**

 **Parents & Spectators**

Parents and spectators are responsible for their conduct at any KTBA House League event. Parents are

expected to abide by the KTBA House League Fair Play Code for Parents. At any KTBA House League

event, spectators (including parents, grandparents, guardians, or siblings) shall:

• Remember that baseball is just a game and in the KTBA House League program it is played by

young athletes who are there to have fun and develop their playing skills.

• Be a good role model for players and young spectators at the field.

• Treat players, coaches, umpires, opponents and other spectators with respect.

• Exercise self-control at all times.

• Be familiar with and observe all KTBA rules and policies.

• Never question the game officialʼs judgment or honesty in public.

• Never publicly criticize KTBA officials, volunteers, or other participants.

• Never leave their child unattended at a game or practice without (i) the consent of the individual who

will be responsible for the childʼs supervision and (ii) leaving an emergency phone number with that

individual.

• Refrain from disrespectful conduct of any sort, including profanity, obscene gestures, offensive

remarks, taunting or other actions that demean any individual.

• Refrain from the use of physical force of any kind including the use of threat of violence in any form.

***KTBA House League Program Guide No. 4***

• Support all efforts to remove verbal and physical abuse from baseball activities.

• Report activities such as verbal assaults, threats/aggression, physical harm, alcohol consumption,

theft and harassment.

• Remain off the field of play during the game - this includes the playerʼs dugout.

• Ensure young spectators in their care do not interrupt the game and remain well away from the field.

• Keep fields and parks clean of garbage, respecting neighbours and municipal by-laws.

• Observe parking regulations at all fields.

• Keep pets leashed at all times during the game.

**Warnings and Ejections**

Any parent or spectator engaged in profane, rude or threatening speech, gestures or actions are subject to

ejection from the park by the umpires or a KTBA executive member. Umpires have been given the

authority by the KTBA to determine whether a game continues; the game may be suspended or forfeited

until or terminated unless, the violator ceases his or her conduct or leaves the park following their ejection.

The coach of the team (home or visitor) with the violator is responsible to direct their affiliate from the park

to avoid forfeiture or suspension of their game.

***KTBA All Star Program Guide***

The KTBA All Star program has many stakeholders including players, coaches, umpires,

volunteers, parents and other spectators, sponsors, and community members. To help ensure that the

KTBA All Strar program operates in a pleasant and respectful environment, where everyone can

have a positive baseball experience we have introduced the KTBA Codes of Conducts.

Any individual who is a KTBA registered player, coach, or umpire and found to be in violation of the Code of Conduct, or guilty of abusive conduct towards another individual, on or off the field, will be subject to reprimand or discipline, depending on the extent and nature of the offence.

Spectators who are not associated with a KTBA registrant are still subject to the applicable City of Kingston municipal by-laws. Individuals who engage in any unacceptable behavior may, depending on the severity, be barred immediately from KTBA events, and if necessary, subject to legal ramifications.

By registering on the KTBA electronic registration system, every registrant agrees to comply with the

KTBA Code of Conduct, KTBA Fair Play Code, Policies & Procedures and all rules, regulations and bylaws of all governing bodies. (The All Star Program policy shall deal with any and all events, including but not limited to practices, team fuctions, games, tournaments and play offs, which shall INCLUDE BUT NOT LIMITED to all travelling teams, SOBA, and any EOBA/OBA teams, or any other associations, that the KTBA League affiliaties teams with from year to year)

 **Rep Policies**

**Coaches**

The player/coach relationship is a privileged one. Coaches play a critical role in the personal as well as the athletic development of their players. They must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it. Coaches must also recognize that they are conduits through which the values and goals of the KTBA are channeled. Thus how a player regards playing baseball is often dependent on the behavior of the coach.

A coach must not exploit this privileged relationship with players for personal, ideological, material or other advantage. Coaches are responsible for their own behavior as well as that of their players. This Code of Conduct has been developed to aid coaches in achieving a level of behavior that will allow them to assist their players in becoming well-rounded, self-confident and productive players and citizens.

**League Code of Conduct for coaches is to ensure each coach shall:**

• Provide a high quality baseball program for players within a positive environment/atmosphere.

• Provide an environment for players that is free of harassment. Harassment takes many forms but

can generally be defined as behaviors, including comments and/or conduct, that are insulting,

intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or

group of individuals or which creates an uncomfortable environment.

• Treat all players fairly and equitably, by refraining from discriminating against any player with respect

to race, colour, ancestry, place of origin, religion, family status, physical or mental disability, gender

or sexual orientation.

• Lead by example and balance the competitive aspects of the game with the principles of Fair Play,

player development and good sportsmanship.

• Be thoroughly acquainted with the applicable rules of baseball and actively uphold the rules of

baseball, the spirit of the rules of baseball, and expect players to do the same.

Be responsible for maintaining all credition that is required for the level of

**KTBA coaches shall also:**

• Treat opponents and officials with due respect both in victory and defeat and encourage players to

act accordingly.

• Be a positive role model - maintain high standard of personal conduct, fair play, and good

sportsmanship.

• Be properly dressed at all games and practices.

• Speak respectfully to players, officials and parents.

• Be enthusiastic and generous with praise when deserved.

• Offer constructive feedback in a positive manner in an effort to improve the skills of their players.

• Ensure that all athletes get equal instruction and support as well as fair playing time.

• Consider the player’s future health and well-being as foremost when making decisions regarding an

injured player’s ability to continue playing or training; communication with registered medical

practitioners via the parents in the diagnosis is recommended.

**KTBA coaches shall not:**

• Be alone with a player out of public view.

• Permit themselves to be put in a vulnerable position with a player or parent.

• Be involved in any circumstance which is offensive or suggests sexual connotations.

• Use a social network such as Facebook to communicate with players.

• Use physical force in any kind in the conduct of coaching duties.

• Use foul, profane, inappropriate, harassing or offensive language or gestures in the conduct of

coaching duties.

• Publicly criticize KTBA officials, volunteers, or other participants.

• Be responsible for providing drinks, snacks or administering medication.

• Smoke, drink alcohol or use a controlled substance while acting as coach.

• Use tobacco products, alcohol or controlled substances while at any KTBA events and discourage

their use by players. Can(s) of chewing tobacco are not to be on the playing field or kept in the back

pocket of your baseball pants or in the equipment bags of players. Umpires will immediately eject a

player or coach from the game should either of these tobacco violations occur.

• Under any circumstances, endorse, recommend or suggest the use of performance enhancing

drugs or supplements by any player.

 **Players**

Players are responsible for their conduct at any KTBA event. The conduct and actions of players are a

reflection of themselves, their team, the KTBA and the Kingston community. A player’s involvement in

baseball provides opportunities and experiences that are important to the development of a well-rounded

individual; however, players must remember that their participation in baseball and functions of the KTBA

is a privilege, not a right.

**Players shall:**

**Show Respect**

• Players are expected to show respect for the game of baseball as well as respect for their coaches,

teammates, opponents, opposing coaches, umpires, event organizers and spectators.

• Be in uniform and come prepared to play when arriving at a game or practice.

• Respect and accept with dignity the decisions of officials and the KTBA.

• Be humble in victory and gracious in defeat.

**Exercise self-control at all times**

• Remember that there is no place in baseball for drugs, performance enhancing drugs or

supplements, alcohol or tobacco products.

• Refrain from unsportsmanlike gestures, talk, language, or profanity. Taunting, teasing, or deliberately

trying to distract players on the opposing team is not acceptable.

• Refrain from throwing equipment in disgust (bat, helmet, glove, or any object).

• Refrain from the use of physical force outside of the rules of the game.

• Follow the guidelines set forth by your coach and the KTBA.

**Play fair and abide by all EOBA/OBA/SOBA rules**

• Play within the rules and the spirit of the rules of the game at all times.

• Play within the rules and the spirit of the rules of the KTBA/EOBA/OBA at all times.

 **Parents & Spectators**

Parents and spectators are responsible for their conduct at any KTBA House League event. Parents are

expected to abide by the KTBA House League Fair Play Code for Parents. At any KTBA event, spectators (including parents, grandparents, guardians, or siblings) shall:

• Remember that baseball is just a game and in the KTBA program it is played by

young athletes who are there to have fun and develop their playing skills.

• Be a good role model for players and young spectators at the field.

• Treat players, coaches, umpires, opponents and other spectators with respect.

• Exercise self-control at all times.

• Be familiar with and observe all KTBA rules and policies.

• Never question the game officialʼs judgment or honesty in public.

• Never publicly criticize KTBA officials, volunteers, or other participants.

• Never leave their child unattended at a game or practice without (i) the consent of the individual who

will be responsible for the childʼs supervision and (ii) leaving an emergency phone number with that

individual.

• Refrain from disrespectful conduct of any sort, including profanity, obscene gestures, offensive

remarks, taunting or other actions that demean any individual.

• Refrain from the use of physical force of any kind including the use of threat of violence in any form.

• Support all efforts to remove verbal and physical abuse from baseball activities.

• Report activities such as verbal assaults, threats/aggression, physical harm, alcohol consumption,

theft and harassment.

• Remain off the field of play during the game - this includes the playerʼs dugout.

• Ensure young spectators in their care do not interrupt the game and remain well away from the field.

• Keep fields and parks clean of garbage, respecting neighbours and municipal by-laws.

• Observe parking regulations at all fields.

• Keep pets leashed at all times during the game.

**Warnings and Ejections**

Any parent or spectator engaged in profane, rude or threatening speech, gestures or actions are subject to ejection from the park by the umpires or a KTBA executive member. Umpires have been given the

authority by the KTBA to determine whether a game continues; the game may be suspended or forfeited

until or terminated unless, the violator ceases his or her conduct or leaves the park following their ejection.

The coach of the team (home or visitor) with the violator is responsible to direct their affiliate from the park

to avoid forfeiture or suspension of their game.

**REP DISCIPLINE**

Any individual who contravenes the rules or policies set out in the KTBA approved Rep/House Policies and Procedures document shall be suspended and penalized as outlined in the document and the Disciplinary Action referred to the KTBA Disciplinary Committee.

 **FINANCIAL GUIDELINES**

1. All eligible reimbursements/expenses requests must be authorized by the Rep Director.
2. All requests must be submitted using the KTBA Expense Form.
3. Those requesting reimbursement must complete the left side of the form, obtain authorization from team officials (as applicable) and provide original receipts.
4. Completed Expense Forms may be submitted IN PERSON ONLY to any member of the Rep Committee who in-turn will ensure all the pre-requisite information is provided. If everything is in order the request will then be submitted to the Rep Director for review and action.
5. Every effort should be made to submit all Expense requests within 30 days of the expense date.
6. In order to close out the Rep Budget in time for the KTBA AGM, all Expense requests must be submitted by no later than the 2nd Sunday in September.
7. Please keep copies of all information submitted as the Rep Program will not provide copies.
8. No team may without the permission of the KTBA Board may have a chequing account in its name, which account must have 2 signing officers approved by the KTBA Board, Interac (or bank client cards) allowing withdrawals from Rep team chequing accounts are not permitted.
9. Should a team wish to have a bank account of its own, each team is to provide the following information to the KTBA Treasurer in order to secure a bank letter to open a chequing account:
	1. Rep team age group and level (ex Minor Peewee , Mosquito )
	2. The bank name and address and contact person along with their email address (if known)
	3. Bank account name
	4. The name of the two signatures on the account, their position on the team and their email addresses.
	5. Once the KTBA Treasurer has confirmed receipt of the request for a bank letter, a copy of the letter will be sent within 7 days (provided all information is correct)

The Manager of the team, MUST PROVIDE Monthly the Treasurer of the Association with a copy of the Bank Statement and the accounting for the previous month, failure to do so will result in the team suspension.

The KTBA agrees to provide each team with a tournament, home or away,depending on availablility and to pay the entry fee for the same.

The teams, depending on age group and availability, are expected to partake in fund raising events that are approved by the KTBA which funds are to be used by the KTBA at their discretion.

Should the teams wish to participate in fund raising for funds to be used solely by their individual teams

**EQUIPMENT, UNIFORMS & APPAREL**

1. The Rep Committee will facilitate the ordering and distribution of jerseys, and socks for all teams.
2. It is the responsibility of each team to purchase pants and belts for their players. The Rep Committee will identify style of pant and preferred supplier to all Coaches.
3. The Kingston Rep Program will not provide helmets.
4. It is the responsibility of all players and coaches to provide their own helmets. Please note that all helmets must meet the NOCSAE Standard with no exceptions.
5. Player helmets must be predominately navy blue or black. Coloured accents are acceptable.
6. The Kingston Rep Program will supply all team game jerseys. Each team must purchase their own jerseys.purchasing their jerseys as set forth each year.
7. Teams are NOT allowed to alter jerseys.
8. Any and all supplemental apparel (wind shirts, locker bags etc.), that contains the Kingston Rep Program logo, must be approved by the Rep Committee prior to production. Failure to comply will result in the suspension of the head coach.
9. It is mandatory for each team to carry a first aid kit.
10. In the interest of player safety, all damaged and/or broken items must be replaced ASAP.
11. The team must return the damaged/broken item in order to obtain a replacement.
12. Failure to return all equipment or equipment that is in proper working condition will result the team having to pay full amount for damaged and/or missing equipment and supplies.
13. Aluminum/wood bats and regulation baseballs are not allowed for indoor/gym workouts. Foam bats, whiffle balls, indoor balls are allowed.
14. All apparel worn and purchased by players/coaches/managers MUST be approved by the Rep Committee.