



CODE OF CONDUCT

TENPIN BOWLING AUSTRALIA

JANUARY 2023



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1. Background

- 1.1. TBA is committed to promoting and strengthening the positive image of the Sport and its Participants in Australia and to ensuring that everyone involved with the Sport is treated with respect and dignity.
- 1.2. This Code of Conduct aims to ensure that everyone involved in the Sport is aware of the standards of behaviour expected of them and the mechanism for dealing with any conduct that is alleged to breach the Code of Conduct.
- 1.3. This Code of Conduct:
- (a) Sets out expected standards of behaviour;
 - (b) Provides event organisers, Tournament Directors and officials with the ability to immediately deal with any issues that may arise at any Activity;
 - (c) Prescribes Prohibited Conduct;
 - (d) Can be adopted at the TBA, Member Organisation and Affiliate Member level without amendment; and
 - (e) Does not cover conduct and disciplinary matters arising under policies that form part of the TBA National Integrity Framework.
- 1.4. The TBA National Integrity Framework does not apply to this Code of Conduct but sits alongside it. Where a provision is inconsistent with the TBA National Integrity Framework, the TBA National Integrity Framework will apply to the extent of that inconsistency.
- 1.5. This Code of Conduct is underpinned by the following core values of TBA:

1. Respect the rights, dignity and worth of every human being	<ul style="list-style-type: none">• Within the context of the Activity, treat everyone equally regardless of race, gender, physical or intellectual ability, sexual orientation, age or religion.
2. Respect TBA and the Sport	<ul style="list-style-type: none">• Do not slander TBA, its Directors, employees or volunteers.• Maintain confidentiality when required. This refers to Board meetings, committee meetings, TBA Office, Tournament Rooms and any areas where the business discussed requires confidentiality.• Refrain from comments on social media that do not enhance TBA or the Sport.
3. Uphold the Policies and Rules of Tenpin Bowling Australia Ltd	<ul style="list-style-type: none">• Staff, Consultants, Officials and bowlers are expected to be familiar with the Policies and Rules of TBA.• All documents are available on the website, www.tenpin.org.au, or from the South Melbourne Office.

4. Provide a pleasant and safe sporting environment.	<ul style="list-style-type: none"> • TBA is committed to having a loyal group of employees and volunteers who provide a sporting environment in which the principles contained in the Code of Ethics are respected and promoted.
5. Refrain from any physical abuse of bowling centre or other bowler's equipment.	<ul style="list-style-type: none"> • This includes, but is not limited to, ball returns, computer equipment, seats and other bowler's equipment.

2. Definitions

In this Policy the following words have the corresponding meaning:

Activity means a Tenpin Bowling match, competition, training, event, camp, (including professional and recreational activity), whether on a one-off basis or as part of a league, competition or tournament, sanctioned or organised by TBA or other Sport Organisation.

Affiliate Member means a member of a Member Organisation that is an incorporated association or company, including (as applicable) clubs, districts, regions and zones.

Authorised Provider means any non-Sport Organisation authorised to conduct an Activity.

Children and Young People mean persons under the age of 18 years.

Code of Conduct means this Code of Conduct.

Member Association (MA) means any Local or State organisation recognised by TBA to carry out member services in a certain geographic region.

National Integrity Framework means the set of "National Integrity Framework" integrity policies produced by Sport Integrity Australia from time to time if and as adopted by TBA.

Participant means:

- (a) Athletes who are registered with a Sport Organisation;
- (b) A person who participates in, and or attends, an event, activity or program of a Sport Organisation, including people who may not be a member. A Person may be provided the service or program for free yet is still under the care of Persons in Positions of Authority whilst participating;
- (c) Accredited coaches and other coaches involved in a Sport Activity;
- (d) Administrators who have a role in the administration or operation of a Sport Organisation, including directors, committee members or other persons related to a Sport Activity;
- (e) Officials including league, tournament and centre or club officials, scorers, or other officials appointed by a Sport Organisation, or any competition, league, tournament, event, team or centre sanctioned by a Sport Organisation;
- (f) Support personnel who are appointed in a professional or voluntary capacity by a Sport Organisation or any competition, league, tournament, event, centre, or team

sanctioned by a Sport Organisation including sports science sport medicine personnel, team managers, agents, selectors, and team staff members; and/or

- (g) Parents/carers and spectators who are subject to registration conditions or venue conditions of entry that bind them under this Code of Conduct

Prohibited Conduct means the conduct proscribed at clause 5.1 of this Code of Conduct.

Relevant Organisation means any of the following organisations:

- (a) A Sport Organisation;
- (b) An Authorised Provider;
- (c) A team, which means any collection or squad of athletes who compete and/or train in the Sport; and
- (d) Any other organisation that has agreed to be bound by this Policy.

Relevant Person means any of the following individuals:

- (a) An individual registered as a member of a Sport Organisation;
- (b) A Participant;
- (c) An employee employed by TBA, a Sport Organisation or an Authorised Provider;
- (d) A contractor engaged directly or via an organisation to provide services for or on behalf of TBA, a Sport Organisation or an Authorised Provider;
- (e) A volunteer engaged by TBA, a Sport Organisation or an Authorised Provider in any capacity who is not otherwise an employee or contractor, including directors and office holders, officials, administrators and team and support personnel; and
- (f) Any other individual who has agreed to be bound by this Policy.

Sport means the sport of Tenpin Bowling, whether competitive or recreational, and a reference to Tenpin Bowling means collectively TBA, MA's and Affiliate Members.

Sport Organisation means TBA, each MA and Affiliate Member that has adopted this Policy.

Tenpin Bowling Australia Limited (TBA) means the body recognised by the Australian Sports Commission to govern and lead the development of the sport of Tenpin Bowling in Australia.

3. Jurisdiction

3.1 To whom the Code of Conduct applies

The Code of Conduct applies to:

- (a) Relevant Persons; and
- (b) Relevant Organisations.

3.2 When the Code of Conduct applies

- (a) All Relevant Persons and Relevant Organisations to which this Code of Conduct applies must comply with this Code of Conduct (while they are a Relevant Person or Relevant Organisation):
 - (i) In relation to any dealings they have with Relevant Organisations or their staff, contractors and representatives;
 - (ii) Wherever there is a recognised Sport or Relevant Organisation connection, including participation in Activities and on social media where there is such a connection;
 - (iii) When dealing with other Relevant Persons or Relevant Organisations in their capacity as a Relevant Person or Relevant Organisation; and
 - (iv) In relation to their membership or standing as a Relevant Person or Relevant Organisation in general.
- (b) Where there is no direct or indirect link other than the fact that one or more parties are Relevant Persons or Relevant Organisations, interactions (including social media interactions) involving one or more Relevant Persons or Relevant Organisations are not within the scope of this Code of Conduct.
- (c) Where the Relevant Organisation determines, in its absolute discretion, that the alleged Prohibited Conduct would be more appropriately dealt with under a different policy, it may refer the alleged Prohibited Conduct for determination under that other policy. If the alleged Prohibited Conduct may also constitute Prohibited Conduct under a National Integrity Framework policy, the Relevant Organisation will manage that alleged Prohibited Conduct under that policy unless and until it is determined that the matter should be managed as Prohibited Conduct under this Code of Conduct.

4. Expected Behaviours

In addition to meeting the required standards of behaviour to keep Children and Young People safe from harm as set out in the TBA Child Safeguarding Policy, Relevant Persons and Relevant Organisations' engagement and participation in the Sport must be in line with the following expected behaviours with respect to themselves and others:

- (a) Comply with any relevant stakeholder group expected behaviours set out in Schedule 1;
- (b) Understand and comply with the policies, rules and regulations of TBA and relevant Organisations;
- (c) Refrain from any physical abuse of bowling centres and equipment including ball returns, computer equipment, seats and other bowler's equipment.
- (d) Act and operate within the rules and spirit of our Sport;
- (e) Be ethical, considerate, fair and honest in all dealings with other people and organisations;
- (f) Act with honesty, integrity and objectivity and be accountable for their own behaviour and actions;

- (g) Maintain appropriate, professional relationships with other Relevant Persons at all times;
- (h) Accept and respect the authority of Officials at all times and not use offensive language or behaviour, show unnecessary dissension, displeasure or disapproval towards an Official;
- (i) Treat all Relevant Organisation representatives and other stakeholders with courtesy, respect, dignity and have proper regard for their rights and obligations;
- (j) Encourage and support opportunities for people to participate, learn appropriate behaviours and skills in all aspects of our Sport;
- (k) Act with care and diligence to safeguard the health and safety of themselves, Relevant Organisation representatives and ensure their decisions and actions contribute to a safe environment and provide a safe environment for the conduct of Activities;
- (l) Not engage in conduct that is defined as Prohibited Conduct under any policy of the TBA National Integrity Framework, namely:
 - (i) The TBA National Integrity Framework document;
 - (ii) The TBA Member Protection Policy;
 - (iii) The TBA Child Safeguarding Policy;
 - (iv) The TBA Competition Manipulation and Sport Wagering Policy; and
 - (v) The TBA Improper Use of Drugs and Medicine Policy.

Prohibited Conduct under the TBA National Integrity Framework includes, without limitation:

- Abuse, bullying, harassment, sexual misconduct, unlawful discrimination, victimisation or vilification;
- Child abuse, grooming, misconduct with a child, failure to comply with child safe practices or with relevant obligations under child protection legislation including obligations relating to reporting, recruitment/screening and working with children checks;
- Improper manipulation of the result or course of a Sport activity or betting on a Sport activity;
- Inappropriate disclosure of inside information;
- Use, possession or trafficking of illegal drugs; and
- Non-compliance with certain requirements relating to medications, injections and supplements.

Relevant Persons and Relevant Organisations should refer to the National Integrity Framework policies for a full list of Prohibited Conduct captured by the National Integrity Framework and detailed descriptions of such Prohibited Conduct.

- (m) Respect and protect confidential information obtained through Activities, whether regarding individuals or organisational information;
- (n) Not engage in behaviour that is:
 - (i) drunk and disorderly;
 - (ii) public or domestic violence;
 - (iii) continued or unreasonable disruption of Relevant Organisation representatives performing their duties; or
 - (iv) unlawful or unsafe;
- (o) Not undertake any behaviour prohibited by a venue's ticketing or entry conditions, at, in or around that venue at which an Activity is taking place;
- (p) Not behave in a manner that creates a public nuisance and/or disturbance within or around a venue at which an Activity is taking place;
- (q) Comply with all reasonable directions of, and accept all decisions of, Relevant Organisation representatives; and
- (r) Not be in the possession or under the influence of an illegal drug, at, in or around a venue at which an Activity is taking place.

5. Prohibited Conduct

5.1 A Relevant Person commits a breach of this Code of Conduct when they:

- (a) Conduct themselves in any manner, or engage in any activity whether before, during or after an Activity that would impair public confidence in the safe and orderly conduct of the Activity;
- (b) Engage in any conduct or activity including, without limitation, making public comment (including on social media) which:
 - (i) brings a Relevant Organisation, a Relevant Person or the Sport into disrepute; or
 - (ii) is or could be harmful to the interests of a Relevant Organisation or the Sport;
- (c) Make improper use of information acquired by virtue of their position in a Relevant Organisation or in any team selected by a Relevant Organisation or their relationship with a Relevant Organisation to gain, directly or indirectly, an advantage for themselves or for any other person or to cause detriment to a Relevant Organisation; or
- (d) Do not comply with any of clauses 4(m) through 4(r), inclusive.

5.2 Conduct that is alleged Prohibited Conduct under the National Integrity Framework will be dealt with in accordance with the TBA National Integrity Framework whether or not it is also prohibited under this Code of Conduct.

6. Conduct and Disciplinary Policy

Subject to clause 5.2, the TBA Conduct and Disciplinary Policy applies to any alleged Prohibited Conduct under this Code of Conduct.

7. Activity Procedures

7.1 Competitors

Notwithstanding clause 6, any Relevant Person competing in an Activity who is alleged to have contravened the expected behaviours applicable to them under this Policy will be subject to the following action being taken at the time of the infraction:

First Infraction: The offender will be given an official verbal warning.

Second Infraction: A YELLOW CARD will be shown.

Third Infraction: A RED CARD will be shown.

The penalty for a third infraction is disqualification for the remainder of the Activity or that session of League bowling and a possible suspension from future TBA Activities.

The relevant League or Tournament Committee must convene at a convenient time within 24 hours of the RED CARD being shown to discuss the need for further action to be taken, including referral of the infraction to TBA if it considered to be alleged Prohibited Conduct. If, in the opinion of the Tournament Director and/or Tournament Committee an incident is considered to be a very serious breach of the Code, then a Yellow or Red Card may be issued immediately without having followed the stated previous warning procedures.

7.2 TBA-Registered Bowler not involved in the Activity

Centre Management and/or Tournament Officials should ask any Relevant Person who:

- (a) Is a registered TBA bowler not competing in the Activity; and
- (b) Is alleged to have contravened the expected behaviours applicable to them under this Policy,

to leave the location of the Activity. Both the Association/Registered bowling centre that the person is registered with and TBA will be advised of the infraction for determination on whether further action needs to be taken.

7.3 Non-Relevant Person

Centre Management and/or Tournament Officials should ask the alleged offenders to leave the location of the Activity. If the person refuses, local Police should be called and asked to remove the alleged offender.

SCHEDULE 1: Stakeholder Group Expected Behaviours

Athletes/Players

- (a) Prioritise fair play over winning at any cost;
- (b) Give your best at all times;
- (c) Participate for your own enjoyment and benefit; and
- (d) Be a good sport. Applaud all good plays whether they are made by your team or the opposition.

Coaches

- (a) Maintain any required standards of accreditation and professional competencies or qualifications, as applicable to your role. Qualifications and competencies must not be misrepresented;
- (b) Use appropriate coaching and training methods that will benefit those you coach, taking care to avoid methods that could be harmful;
- (c) Emphasise the spirit of the Sport rather than the errors;
- (d) Compliment and encourage with positive and supportive feedback;
- (e) Assist people reach their potential, respecting the talent, developmental stage and goals of each person;
- (f) Demonstrate a high degree of care and responsibility when dealing with Children and Young People, abiding by TBA's Child Safeguarding Policy and its Child Safe Practices.

Officials

- (a) Facilitate play and competition and assist athletes and participants to achieve their best possible performance;
- (b) Modify rules and regulations to match the skill levels and needs of Children and Young People; and
- (c) Demonstrate a high degree of care and responsibility when dealing with Children and Young People abiding by TBA's Child Safeguarding Policy.

Administrators

- (a) Lead efforts to improve the standards of coaching and officiating;
- (b) Create pathways for Children and Young People to participate in all aspects of our Sport, not just as a bowler (e.g. coach, official, administrator)
- (c) Involve Children and Young People in planning, leadership, evaluation and decision-making related to the Activity;

- (d) Ensure that rules, equipment, length of games and training schedules are modified to suit the age, ability and maturity level of Children and Young People; and

Parents, Guardian and Carers

- (a) Encourage your child to participate and have fun;
- (b) Focus on your child's effort and performance rather than winning or losing;
- (c) Never ridicule or yell at your child for making a mistake or losing a match or competition; and
- (d) Show appreciation for volunteer coaches, officials and administrators. Without them, your child could not participate.

Spectators

- (a) Respect the performances and efforts of all people in our Sport, including athletes/players, officials and Relevant Organisation representatives. Without them, there would be no game.