



CRAIG FOXON

# **BRITISH** SKYDIVING **MEMBERS** **CODE OF** **CONDUCT**



*Maintaining the highest safety standards in our sport.*





## ***British Skydiving Members Code of Conduct***

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### **What is the Code of Conduct?**

The British Skydiving (BS) Code of Conduct exists to protect everyone within sport parachuting, aka "skydiving" (the sport), and outlines the behaviours expected from all people within the skydiving community in the UK.

As the National Governing Body (NGB), BS is responsible for setting the standards and values that apply at every level. This Code encapsulates all the sporting, moral and ethical principles that the sport represents.

We all want skydiving to be a sport for everyone. One that everyone can enjoy, whether as a participant, a competitor, a coach, instructor, official, volunteer or spectator. However, you are involved in our sport you have the right to enjoy it and to be protected from the poor conduct of others.

### **Does the Code Apply to Me?**

Yes! If you are involved at any level of the sport, from skydiving club, parachute training organisation (PTO), right through to international teams, this code applies to you.

Whilst BS is responsible for the setting of standards within the sport, it is the responsibility of everyone within the sport to promote it whilst ensuring there is equal access and opportunity for all, and that fairness and respect are upheld on every occasion.

The Code allows BS to uphold the values that we all believe in as a sport and provides a tool with which we can deal with any breaches of the Code.

### **How To Use This Code of Conduct**

There is a generic element within the Code of Conduct which relates to everyone within the sport. If you have a voluntary or paid role, or you participate in a role which does not refer to you specifically, then the generic Code of Conduct applies to you.

There are some specific roles within the sport for which we have provided additional guidance. You should find the specific Codes of Conduct that relates to your role(s). The Codes are shown on the contents page.

### **Generic Code of Conduct**

The content this Code of Conduct apply to all involved within skydiving in the UK. In order to protect the reputation of skydiving in the UK, the Code also applies to those associated with BS who are involved in the sport outside the UK, e.g. competing abroad etc.

### **Expected Minimum Standards of Conduct**

All individuals involved in skydiving in UK will, at all times:

- Respect the spirit of fair competition. This is more than competing within the rules, it also incorporates the concepts of friendship, respect for others and always participating with the right spirit.
- Respect the rights, dignity and worth of others.
- Accept that certain information is confidential and maintain the trust implied in its ownership.
- Promote the reputation of the sport and take all possible steps to prevent it from being brought into disrepute.
- Protect themselves and others involved in the sport from verbal or physical abuse and threatening or intimidating behaviour.
- Avoid the use of inappropriate or offensive language or gestures.
- Abide by (insert BS policies and procedures).

## **Code of Conduct for Participants & Competitors**

All those involved in competitive skydiving will, at all times:

- Have respect for the sport
  - Be on time for training and competition.
  - Give maximum effort and strive for your best possible performance.
  - Always thank your opposing competitors, coaches and officials after each competition.
  - Accept success and failure, victory and defeat with dignity and set a positive example to others in doing so.
- Have respect for others
  - Respect the decisions of judges and all other officials.
  - Show patience to those who may be new to the sport.
  - Protect others involved in skydiving from verbal or physical abuse and other forms of threatening or intimidating behaviour such as bullying.
  - Be self-aware and not allow ego to influence one's actions.
- Self-Respect
  - Do not smoke, vape, drink alcohol or take drugs of any kind unless they are prescribed for you.
  - Avoid the use of inappropriate language or gestures.
  - Wear suitable clothing for the activity you are taking part in.
  - Respect the facilities and equipment you use.
  - Tell someone you trust if the behaviour of others makes you feel uncomfortable in any way.

## **Code of Conduct for Parachute Training Organisations (PTOs) and Clubs**

All PTOs, clubs and their staff, paid or unpaid, have an essential role in upholding and implementing the British Skydiving Code of Conduct. These individuals and organisations should aim to be.

- Advocates of equality, fair play and safety in the practice and administration of skydiving, having good governance structures in place.
- Supporters of British Skydiving's Code of Conduct and communicators of the Code to their members and participants.
- Influential in driving skydiving forward as a sport.

- Open in the recruitment of individuals to work within their organisations (whether paid or unpaid).

Respect the spirit of fair competition. This is more than competing within the rules, it also incorporates the concepts of friendship, respect for others and always participating with the right spirit.

- Participate within the rules of the sport of skydiving.
- Be honest, consistent, objective, impartial and courteous when applying the rules of the sport of skydiving.

Respect for the rights, dignity and worth of others:

- Show patience and understanding to participants who may be new to the sport.
- Never publicly express any criticism of officials, instructors, coaches, other volunteers or skydivers.
- Show an appreciation for our volunteers, their efforts contribute hugely to people being able to participate.
- Ensure a sensible balance between performance and emotional, physical, social and development needs of participants.
- Always respect confidentiality of participants and any personal data.
- Always have the participant's best interest at heart. Recognise when it is in the participant's interest to be passed to another organisation, i.e. for development opportunities.
- Conduct themselves in a manner that takes all reasonable measures to protect their own safety and the safety of others.
- Ensure that activities carried out for participants are suitably risk assessed.
- Ensure the wellbeing and safety of each participant above all other considerations, including their training and progression.

Promote the reputation of the sport and take all possible steps to prevent it from being brought into disrepute.

- Ensure that all participants are aware of their responsibilities under the Code of Conduct.
- Remember that people participate in sport for their enjoyment, not yours.
- Project an image of health, cleanliness and functional efficiency.
- Set and uphold boundaries between a working relationship and friendship between PTO staff and participants. This is especially important when the participant is a young person.
- Protect themselves and others involved in the sport from verbal or physical abuse and threatening or intimidating behaviour.

Accept that certain information is confidential and maintain the trust implied in its membership.

- Not to divulge information to third parties.
- Avoid the use of inappropriate language or gestures
- Avoid the use of foul, abusive, sexist, racist or any prejudicial language or tolerate it from others.
- Support all efforts to remove bad or abusive language and unsporting behaviour.

### **Code of Conduct for Instructors and Coaches**

Instructors and coaches play a crucial role in the development of our sport, as well as in the lives of those they instruct and coach. It is their duty to ensure that participants involved in skydiving have positive experiences when training and learning in the sport. With positive experiences, more people are likely to continue within skydiving and achieve their full potential in the sport. It is for these reasons that the Code of Conduct for Instructors and Coaches is more in depth than that for others within the skydiving family.

Instructors and coaches must demonstrate a high degree of professionalism, honesty, integrity and competence at all levels. Instructors and coaches need to understand and act upon their responsibilities as this is of vital importance to the safety and professional image of our sport. It is also essential to good instruction and coaching practices.

Instructors and coaches must respect and champion the rights of every individual to participate in our sport.

Instructors and coaches should:

- Assist in the creation of an environment where individuals have the opportunity to participate in skydiving
- Create and maintain an environment free of harassment, bullying and intimidation.
- Recognise the rights of members to be treated as individuals.
- Recognise the rights of participants to confer with other instructors, coaches and experts
- Promote the concept of a balanced lifestyle, supporting well-being both in and out of the sport

Always treat all individuals in the sport with respect.

- Do not discriminate on the grounds of gender, marital status, race, colour, disability, sexual orientation, occupation, religious beliefs or political opinion.
- Do not condone or allow any form of discrimination to go unchallenged.
- Do not publicly criticise or engage in demeaning descriptions of others.
- Be discreet in any conversations about members, instructors, coaches or any other individual.
- Communicate with and provide feedback to members in a manner that reflects respect and care.

Instructors and coaches must develop a relationship with students (and others) based on openness, honesty, mutual trust and respect. Instructors, coaches:

- Must not engage in behaviour that constitutes any form of abuse (physical, sexual, emotional, neglect, bullying).
- Should promote the welfare and best interests of their students.
- Must avoid sexual intimacy with students they are instructing or coaching.
- Must act if they have a concern about the behaviour of an adult to anyone under the age of 18.
- Should recognise and respect the power imbalance implicit in a coach/instructor–student relationship.
- Should empower students to be responsible for their own decisions.
- Should clarify the nature of the instruction/coaching services being offered to students.
- Should communicate and cooperate with other organisations and individuals in the best interests of the students.
- Be aware of the physical needs of students, especially the developmental stage of students and ensure that training loads and intensities are appropriate.
- Ensure that physical contact is appropriate and necessary and is carried out with the student’s full consent and approval.
- Do not use sexual innuendo, flirting, inappropriate gestures and terms, casual sexism, racism or any other forms of discrimination or marginalisation.
- As role models within the sport, coaches/instructors should also constructively challenge students who use any of these behaviours.

Instructors and coaches are in a position of power and trust in relation to students. By entering an intimate/sexual relationship with a student, an instructor/coach may be deemed guilty of abusing this position and, in relation to young or vulnerable people, may be acting unlawfully. Therefore, a student must be transferred to another instructor/coach if an inappropriate or intimate relationship is developing.

Inform parents or guardians immediately if you are at all concerned about the welfare of a young or vulnerable person. If there are concerns that it would not be in the interests of that person to do this, seek advice from British Skydiving’s [Safeguarding Officer](#).

Know and understand any relevant protection and/or safeguarding policies or procedures in this regard and adhere to them:

- Report any concerns you have to the PTO Safeguarding Lead – non-action is not acceptable.
- Respect the student’s opinions when making decisions about participation in the sport.
- Encourage students to take responsibility for their own development and actions.

- Allow students to discuss and participate in the decision-making process.

Do not work with another instructor/coach's student without first analysing their jump history. This can be done in discussion with the student combined with study of their logbook/training record. Contacting previous instructors/coaches is also recommended.

### **Personal Standards**

- Instructors and coaches must demonstrate proper personal behaviour and conduct at all times.
- Avoid the use of foul, abusive, sexist, racist or any prejudicial language or tolerate it from others.
- Instructors and coaches should be fair and honest and considerate to their students and others in the sport.
- Project an image of health, cleanliness and functional efficiency.
- Always be models for students and other sport skydivers.
- Operate within the requirements of the British Skydiving Operations Manual and the spirit of the sport.
- Educate students on issues relating to the use of performance-enhancing drugs in sport and cooperate fully with the British Skydiving's sport policies.
- Maintain the same level of interest and support when a student is sick or injured.
- Display high standards in use of language, manner, punctuality, preparation and presentation.
- Encourage students to display the same qualities.
- Do not smoke, drink alcohol or use recreational drugs before or while instructing or coaching. This reflects a negative image and could compromise the safety of your students.
- Display control, respect, dignity and professionalism to all involved in the sport.

### **Professional Standards**

To maximise the benefits and minimise the risks to students. Instructors and coaches must attain a high level of competence through qualifications and commitment to ongoing training that ensures safe and correct practice.

- Instructors and coaches will ensure the environment is as safe as possible, taking into account and minimizing possible risks,
- Promote the execution of safe and correct practice.
- Be professional and accept responsibility for their actions.
- Make a commitment to providing a quality service to their students.
- Actively promote the positive benefits to society of participation in sport.



- Contribute to the development of instructing and coaching by exchanging knowledge and ideas with others, and by working in partnership with others.
- Gain relevant sport instructional and coaching qualifications appropriate to the level at which they instruct/coach.
- Follow the rules and guidelines of British Skydiving and the Parachute Training Organisation (PTO) where you instruct/coach.
- Plan all/any lessons/briefs so they meet the needs of students and are progressive and appropriate.
- Maintain appropriate records (logbooks) of your student's progression as per the Operations Manual.
- Recognise and accept when it is appropriate to refer a student to another instructor or coach.
- Seek to achieve the highest level of qualification available.
- Demonstrate commitment to instructing/coaching by undertaking/attending learning opportunities to maintain up-to-date knowledge of technical development in the sport.
- Undertake/attend courses/programmes to maintain up-to-date knowledge and understanding of other issues that might impact on both you and your students.
- Actively contribute to local, regional and national initiatives to improve the standards and quality of instructing/coaching in sport skydiving and sport in general.
- Practice in an open and transparent fashion that encourages other instructors/coaches to contribute to or learn from your knowledge and experience.
- Engage in self-analysis and reflection to identify your professional needs.
- Seek opportunities to develop your instructing/coaching skills and competences and update your knowledge.
- Manage your lifestyle and instructing/coaching commitments to avoid burnout that might impair your performance.
- Do not assume responsibility for any role for which you are not qualified or prepared.
- Do not misrepresent your level of qualification.
- Promote good instructing/coaching practice in others and challenge any poor practice that you become aware of.

### **Code of Conduct for Competition Officials**

The content of this Code is an extension of the Generic Code of Conduct, and it applies to all officials that are involved with the sport of skydiving in the UK.

All competition officials involved in skydiving will, at all times:

- Respect the spirit of fair play in skydiving. This is more than competing within the rules, it also incorporates the concepts of friendship, respect for others and always participating with the right spirit.
- Encourage participants to compete within the rules and spirit of skydiving.
- Be honest, consistent, objective, impartial and courteous when applying the rules of skydiving.
- Never request inappropriate hospitality of any kind or accept any hospitality offered that could be considered excessive.
- In completing reports, set out the true facts and not attempt to justify or embellish any decisions.

Respect the right, worth and dignity of others.

- Respect officials, coaches, participants and spectators.
- Show patience to those who may be new to the sport.
- Never express an opinion in an unprofessional manner about other members of British Skydiving.

Conduct themselves in a manner that takes reasonable measures to protect their own safety and the safety of others.

- Have regard to protecting participants through the correct application of the rules of skydiving.
- Never participate whilst under the influence of alcohol and/or drugs.

### **Breaches of the Code of Conduct**

Any breach of this Code should be reported to British Skydiving via the [compliance@britishskydiving.org](mailto:compliance@britishskydiving.org) email address. When making a report, the complainant should supply as much information as possible, in particularly ensuring that the subject of concern is a member of British Skydiving. The email will be acknowledged, and the matter referred to the British Skydiving Safeguarding & Compliance Manager. Details of how a Code breach will be dealt with can be found in the BS Disciplinary procedures and/or the BS Safeguarding procedures.

**Version Control**

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1.0	Safeguarding & Compliance Manager	First draft	September 2024