



**BQ ETHICS AND EXPECTATIONS POLICY
for participation in Tournaments and Events.**

CODE OF CONDUCT

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Baseball Queensland

Ethics and Expectations for Tournaments and Events

Forward

On behalf of Baseball Queensland, I would like to congratulate you on your selection to a representative team.

Baseball Queensland engenders a culture that supports the development of players through an array of strategies which facilitates both individual and team progression. Being afforded the opportunity to represent your community is a privilege and honour that has clear expectations regarding your conduct, behaviour and professionalism as an athlete. It is important that you are seen at all times, as both a role model and ambassador for Baseball. A high level of commitment, effort, respect and adherence to the policies and procedures is an expectation for all players in all instances.

Selection and representation in a representative team is a significant achievement which is a culmination of training, dedication; knowledge and skill development. As such, this is the pathway to potential opportunities within baseball. Participation in State teams, Australian teams, programs and potentially a collegiate or professional baseball career are all achievable goals.

All players are required to read and sign the respective policies contained within this manual.

I would like to take this opportunity to again congratulate you on your achievement and I wish you every success in your participation at your respective event.

Paul Gonzalez
CEO Baseball Queensland

Document Scope and Purpose

This document is aimed to educate each player, parent, coach, executive officer (EO), umpire and scorer (referred in this document as 'members') about the behaviour expectations and policies of the program. The expectation is that each person will read, understand and comply with what is required to participate in a Baseball Queensland event or team.

If you have any questions regarding the information enclosed, please contact Baseball Queensland's Development Manager

Program Mission Statement

The Baseball Queensland recognises that representative baseball is an important part of a complete baseball experience and career. Baseball Queensland and the program are committed to fair play, teamwork, leadership development and community involvement.

Baseball Queensland will continue to emphasize responsibility, strong work ethic and a positive attitude to help our members succeed on and off the field.

All individuals involved, directly or indirectly, in the program must maintain and foster the values and goals associated with the Baseball Queensland Mission and Vision Statements.

Program Objectives

- The assurance that members will be held to the highest level of accountability and understand that it is a privilege to represent Baseball Queensland and not a right.
- Commitment and acknowledgement that health and safety play a major role in the success of our programs.
- Understanding and implementing equitable opportunities for both males and females.
- Recognise that excellence in baseball may bring local, state and national exposure to Baseball Queensland.
- Recognize that education, employment and family exceeds all other baseball responsibilities

Program Leadership

Baseball Queensland follows a hierarchical management structure to ensure its smooth operation. In all cases the CEO and Development Manager shall maintain the highest level of decision making authority and as such all decisions by people in these positions shall be respected.

The Head Coach and Executive Officers shall be given frameworks from which to leverage their decision-making capabilities. These are based around day-to-day decisions for the team, usually when present at an event.

Any member found to be in violation of a direction or decision made by a higher authority will be subject to disciplinary action, which shall be determined by the CEO or Development Manager in accordance with the severity of the violation, the member's record of past conduct, and Baseball Queensland policies.

Communication

Open, constructive and regular communication is encouraged between all levels of the program, particularly between each hierarchical level.

Codes of Conduct

In order to participate in activities for Baseball Queensland, the member will not engage in conduct that reflects negatively on him/her, any fellow members, or Baseball Queensland.

Each member understands that if he/she is charged with violating public law, he/she will be suspended from his/her activity pending resolution of charges, unless and until, an exemption is granted by Baseball Queensland.

The Code of Conduct is made up of four parts;

1. Player's Code of Conduct
2. Coach's/Executive Officer's Code of Conduct
3. Member Protection Declaration
4. Parent and Supporter Code of Behaviour

1. Player's Code of Conduct

BASEBALL QUEENSLAND PLAYER CODE OF CONDUCT

The BQ Player Code of Conduct has been developed for all players participating in tournaments or events.

A player's behaviour will be closely observed by others as he/she represents at special events. Any behaviour that is unlawful or disrespectful to others is a slur on everyone associated with the team. Any breach of this code or any behaviour detrimental to the game of baseball must be notified to the Tournament/Event Management Team.

If, in the opinion of officials, there is a serious breach of Code of Conduct the player will be banned from the remainder of the Championship or program, the State Association notified and the player sent home by the first available transport. Any additional expense incurred will be the responsibility of the player or their family.

Code of Conduct

1. Compete by the competition conditions and rules.
2. Verbal abuse against umpires, opposing players or fans will not be tolerated.
3. Control your temper - no criticism by words or gesture.
4. Co-operate with your coach and team mates. Show respect for your opponents and their skills.
5. No drug use of any kind will be tolerated unless prescribed by a licensed physician.
6. Refrain from profanity at all times.
7. The use or possession of any form of tobacco, tobacco products, illegal drugs, drug paraphernalia or alcohol of any description while in team uniform or venue is banned.
8. The team officials shall have the right to conduct a search of a player's room, bags, clothing or personal belongings if he or she has a reasonable suspicion that a breach of the code of conduct has occurred or in the execution of providing adequate supervision. This must be conducted in the presence of the player and an additional adult witness.
9. Any activity likely to result in loss or wilful damage to private property or to cause a disturbance will not be tolerated.
10. All press statements and interviews of players must have BQ approval.
11. No jewellery (e.g. earrings or studs) at all times.

12. Music on planes and buses is to be confined to individual headphones.
13. Report all injuries to a coach or trainer and schedule proper treatment with the physiotherapist when necessary.
14. No cameras will be allowed in the dugouts during games.
15. No one other than team personnel are allowed in locker rooms unless permission is obtained from the management.
16. Promptness for meetings, training sessions and games is mandatory.
17. Comply with instructions from security staff, airline staff, transport agents, hotel staff and any other service provider. Refrain from making statements that may be interpreted as security threats – especially within airports and on airlines.
18. Uniformity and sharpness in proper on-field dress is a must. This applies for practice sessions as well as games.
19. Proper off field walk-out dress will be worn as designated for flights and functions.
20. Adhere strictly to all house rules stipulated by any accommodation provider.
21. Adhere strictly to any curfews applied.
22. Refrain from entering any hotel room that is not your own.
23. Personal hygiene is the player's responsibility. It is essential that showers are taken after each game or practice.
24. Players are responsible for cleaning and maintaining their equipment.
25. Abuse of equipment such as throwing helmets or bats will not be tolerated.
26. Present BQ in a positive image in accordance with the BQ Member Protection Policy.

**BASEBALL QUEENSLAND
PLAYER CODE OF CONDUCT
CONSENT FORM**

I have read the
(print name)

BQ Player Code of Conduct and fully understand the responsibilities and conditions disclosed.

I will to the best of my ability, abide by the Player Code of Conduct during all BQ endorsed events.

Player's signature:

Date:

Parent's or Guardian's signature:

Date:

2. Coaches/ Managers / Executive Officers Code of Ethics

BASEBALL QUEENSLAND COACHES / MANAGERS / EXECUTIVE OFFICERS CODE OF ETHICS

The coach/EO of a team may be the second most influential person in a player's life. Coaches, through their own behaviour (on and off the field) have an enormous impact on the development of young players.

In establishing a solid foundation of character building with players, the key responsibility of any coach is to lead by example. This holds true at all levels of development.

For these reasons and many more, in addition to the Coach/EO Code of Conduct above, the Code of Ethics to encompass all coaches and EOs representing Baseball Queensland in any endorsed and organised tournaments, development programs and special events.

These principles are considered practicable and are within the aims and objectives of the baseball in Queensland.

1. Provide Supervision of the behaviour of the team at all times.
2. Do not criticise players in front of spectators, parents and other teams. Review constructive criticism with a player in private or in the presence of the team.
3. Accept decisions of the umpire as being fair and called to the best of their ability. Do not abuse or ridicule an umpire, or allow your team members to do so.
4. Develop team respect for opponents, spectators and officials. Do not criticise other teams, supporters, or officials by words or gestures.
5. Set a good example in personal appearance and behaviour.
6. Encourage sportsmanlike behaviour among players.
7. Whenever possible, ensure all players have equal time on the field.
8. Encourage players to work together as a unified group (team work).
9. Keep yourself informed of sound coaching principles and seek more skilled advice when required.
10. Encourage your team to hustle on and off the playing field at all times.
11. All press statements and/or interviews must be within the guidelines of Baseball Queensland.
12. Place the welfare and development of the individual above a winning or losing record.
13. Do not embarrass your opponents.

14. Do not use any form of tobacco or alcohol of any description on the field, in the dugouts or bullpens, or whilst in uniform.
15. Abide by the tournament's rules and regulations.
16. Be aware of any player with a medical problem.
17. Strive to develop a positive image and self-sufficient attitude with each player.
18. Enforce the Players Code of Conduct.
19. Present BNQ in a positive image in accordance with the BQ Member Protection Policy.

Note: In cases where there are breaches of this code of ethics, the breaches can be reported to the Tournament Management Team. If the breach(s) are found proved, then the matter (s) will be referred to the Tournament Judiciary for adjudication of penalty.

**BASEBALL QUEENSLAND
COACHES / MANAGERS / EXECUTIVE OFFICERS
CODE OF ETHICS**

Team: _____

Age Group: _____

I have been provided with a copy of the BQ Coaches Code of Ethics, and am aware of and fully understand the responsibilities and conditions disclosed. I acknowledge that I am bound by that Code, and that any breaches can be reported to the Tournament Management Team for their deliberation. If the breach(s) are found proved, then the matter (s) will be referred to the Tournament Judiciary for adjudication of possible (further) penalty.

Name: _____

Signature: _____

Date: _____

Position: _____

3. BQ Member Protection Declaration

BASEBALL QUEENSLAND MEMBER PROTECTION DECLARATION

BQ has a duty of care to all those associated with the sport at the State level and to the individuals and organisations to whom our national Member Protection Policy applies. As a requirement of our State Member Protection Policy, BQ must enquire into the background of those who undertake any work, coaching or regular unsupervised contact with people under the age of 18 years.

I (name)

of(address) born/...../.....

sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence or narcotics.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence or narcotics.
4. I am not currently serving a sanction for an anti-doping rule violation under an ASADA approved anti-doping policy applicable to me.
5. I will not participate in, facilitate or encourage any practice prohibited by the World Anti-Doping Agency Code or any other ASADA approved anti-doping policy applicable to me.
6. To my knowledge there is no other matter that the ABF may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
7. I will notify the CEO of the organisation(s) engaging me immediately upon becoming aware that any of the matters set out in clauses 1 to 6 above has changed.

Declared in the State/Territory of

on/...../.....(date)

Signature

Parent/Guardian Consent (in respect of a person under the age of 18 years)

I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every regard.

Name:.....

Signature:..... Date:

4. BQ Parent and Supporter Code of Behaviour

PARENT AND SUPPORTER CODE OF BEHAVIOUR

Preamble:

All parents, supporters and spectators must abide by the BQ Parents and Supporters Code of Behaviour as well as codes or policies of host organisations, Venues and local authorities' policies.

As a parent/supporter/spectator associated in or attending any activity held by or under the auspices of the Baseball Queensland, a member association or an affiliated club, these policies and codes of behaviour is binding.

Requirements:

A Parent or Supporter must meet the following requirements regarding your conduct during any baseball activity or event:

1. Respect the decisions of officials and teach young people to do the same.
2. Never ridicule or scold a young player for making a mistake.
3. Condemn the use of violence in any form, whether it is by other spectators, coaches, officials or players.
4. Show respect for your team's opponents.
5. Do not use violence, harassment or abuse in any form (i.e., do not use foul language, sledge or harass players, coaches, officials or other spectators).
6. Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.
7. No obscene or indecent messages on signs or clothing.
8. Not to be intoxicated or unruly during pre-game and game activities.
9. Not interfere with the play of the game in any manner. This includes running onto the field or throwing objects onto the field of play.
10. Respect the rights and decisions of the BQ appointed staff of Championships and Teams, charged with the supervision and wellbeing of players and the game.

Process:

Spectators or supporters seen to be conducting themselves in an inappropriate manner, breaching the Parent and Supporter Code of Behaviour and/or bringing the team and game into disrepute, appropriate person/s have a responsibility to report such incidents to BQ or correct authority and for the BQ to exercise its rights to take appropriate action.

Penalties: Supporters violating the Parent and Supporter Code of behaviour may be ejected from the game and the boundaries of the Championship/event venue immediately and/or for an appropriate length of time at the discretion of the Tournament Manager. They also may lose future privileges for repeat offences or severe infractions.

Sportsmanship

- a) All members bear the responsibility of displaying good sportsmanship during games and competition. Behaviour always must reflect the high standards of honour and dignity that should characterise participation in competitive sports. Members shall conduct themselves in a manner reflecting positively on the reputation of Baseball Queensland both on and off field, in pre-game and post-game comments to the public and media, and when traveling and participating at other institutions.
- b) Members are expected to maintain an attitude of dignity and respect toward opponents. The following are examples of unsportsmanlike behaviour are; fighting, taunting opponents, inappropriate “celebrations” with the intent to demean opponents, disrespectful attitude toward opponents, inciting crowd hostility toward opponents and profane and vulgar language.
- b) We are committed to establishing great sportsmanship and developing healthy environments for competition through five core values, being Integrity, Respect, Responsibility, Sportsmanship and Leadership. These character values help young people and those associated with their development make good choices in all aspects of their life and reflect the true spirit of competition.
- d) Members displaying unsportsmanlike behaviour will be subject to disciplinary action as determined by Baseball Queensland.

Personal Presentation

- a) A member’s physical presentation reflects Baseball Queensland. While representing Baseball Queensland, athletes must be well groomed and presentable as determined by the coaching staff and Baseball Queensland.
- b) Logos, body art and tattoos deemed inappropriate by coaches or Baseball Queensland must be covered when representing Baseball Queensland or an affiliate.
- c) Players and team staff may also be subject to additional presentation standards issued by their specific team and coaching staff.

Equipment/Uniform Apparel

All players, coaches and team staff must only wear the official and approved clothing, always when at the field, on the field, during travel and during official functions.

All equipment supplied by BQ remains the property of Baseball Queensland and must be returned at the end of each event or program.

Equipment/apparel provided by Baseball Queensland should only be used in conjunction with the programs and events as specified by Baseball Queensland. Failure to follow this policy could result in suspension, loss of eligibility or loss of other privileges determined by the CEO.

Practice Facilities

Baseball Queensland provides and/or hires practice facilities to aid in the pursuit of athletic excellence. Practice facilities, including the field, weight rooms, locker rooms, swimming pools, recovery centres and other athletic facilities, are only to be used under the supervision of a coach or another authorized member of the program.

Under no circumstances is a member to use a practice facility for recreational purposes or to aid persons not approved by the program in accessing practice facilities, except as authorized by BQ.

Failure to follow these rules could result in loss of eligibility, suspension or other consequences.

Often practice facilities are used under agreement with a baseball club. Every effort should be taken by all members to ensure the facilities are returned to a "better than found" condition. This includes the repair of the field, cleaning of rubbish, return of equipment and consideration towards residents and other facility users.

Payment of Levies and Expenses

All teams will incur costs as part of their participation within various events.

In recent times, Baseball Australia (BA) have employed a Registration and Participation package for all National Championships. When possible, BA shall include accommodation, meal and ground transport arrangements within the package.

Included within this, BA has installed a 'Fare Equalisation Policy' that attempts to ensure each player, regardless of their geographical location, pay an identical amount for their travel costs to attend a National tournament.

Any costs that BA request Queensland Teams to pay to participate in a National Tournament shall be portioned between the players without additional margins other than costs incurred directly by Baseball Queensland outside of the activities within the BA package.

Baseball Queensland also implement a Fare Equalisation Policy for event like the various State Titles.

Conditions of Levy Payment

As a condition of participation over and above those set within this document and those set by BA (or event organizer), players must have completed one of the following by the date set out in the invoice sent out on the invoice by BQ;

- Paid their nominated levy to Baseball Queensland or their Region in full, or
- In extenuating circumstances, only, paid a deposit and entered a repayment arrangement with Baseball Queensland to ensure the levy is finalized no later than the date agreed with the CEO.

Academic Policy

Junior players have a responsibility to pursue academic excellence, as well as athletic excellence. It is the responsibility of players to seek out and use appropriate resources, develop time management skills, develop effective study skills and understand the requirements of their studies and ensure that they are not using baseball as an excuse not to perform well academically. Coaches and team staff are to be considerate of players' academic needs, especially during highly important stages such as exams periods.

Medical Policy

All players, coaches, EOs and officials are required to disclose all injuries, illnesses and conditions, as well as their level of medical expense cover (i.e. additional private health insurance) every time they are selected to participate for or represent Baseball Queensland.

From time to time, players, coaches, EOs and officials may require medical assistance in cases of illness or injury whilst under the care of Baseball Queensland. Parents are requested to allow appointed Baseball Queensland officials to obtain medical assistance and treatment from a qualified medical officer/practitioner as deemed necessary.

In these cases, Baseball Queensland will not meet the cost of any medical or hospital service incurred. This will be the responsibility of the injured or ill person. As such, Baseball Queensland strongly recommends that each member have adequate health insurance and extras cover always.

Baseball Queensland shall not be deemed responsible or liable, whether in contract or in tort or under any statute, for any injury, illness, loss or damage or other mishap to person or property sustained in, arising from or out of, or in any way directly or indirectly connected with my participation in a Baseball Queensland team or program.

Drug and Alcohol Policy

The Baseball Queensland Drug and Alcohol Policy applies to on field facilities, such as the field, dugout, bullpens, spectator areas, and clubhouse, as well as off field facilities, such as accommodation, airports, and vehicles provided by Baseball Queensland.

All on and off field facilities noted above are to remain Drug and Alcohol Free always for each player, parent, coach, executive officer, umpire and scorer. All members need to recognize and abide by these policies along with any other sanctions, rules, or disciplinary actions that are described in this policy or any other policies from all affiliations we are members of.

Baseball Queensland expects all members to adhere to all Federal, State, and City laws, which include but are not limited to the consumption of Alcohol under the legal age of 18 or the distribution of Alcohol to a person(s) under the legal age of 18.

It is against this policy for any player, coach, executive officer, umpire and scorer to participate in possession, distribution or the use of alcohol 24 hours prior to any practice or game.

Any violation may receive reprimand through the Judicial Process and will be under review and may receive further disciplinary action through each individual coach of the athlete with guidance from the Development Manager.

In any circumstance that Baseball Queensland feels obligated to refer the member's violation to the appropriate authorities it will and the member may be subject to criminal charges.

The member will be responsible for any fees related to counselling, public service units called to the on or off field facilities, and any other expenses incurred due to the violation.

Substance abuse is not limited to "social drugs" (i.e. marijuana, cocaine, alcohol). In the best interests of each player, parent, coach, executive officer, umpire, scorer, and Baseball Queensland "performance enhancing" drugs (e.g. steroids) are also prohibited under BA and WADA Anti-Doping Codes. If there are questions or concerns regarding the use of any drug or medication, please contact the CEO prior to using such substance.

Please visit the WADA website at www.wada-ama.org for list of prohibited drugs and to download a "Therapeutic Use Exemption" form or TUE form. The ABF and ASADA could test in or out of competition for the use of both "social" and "performance enhancing" drugs. Baseball Queensland will accept no responsibility should a player's test be positive.

Taking Images of Children

There is a risk that Images of children may be used inappropriately or illegally. BQ requires that individuals and associations, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own. They should also make sure the parent/guardian understands how the image will be used.

To respect people's privacy, we do not allow camera phones, videos and cameras to be used inside changing areas, showers and toilets which we control or are used in connection with our sport.

When using a photo of a child, we will not name or identify the child or publish personal information, such as residential address, email address or telephone number, without the consent of the parent/guardian. We will not provide information about a child's hobbies, interests, school or the like, as paedophiles or other persons to "groom" a child can use this.

We will only use images of children that are relevant to our sport and we will ensure that they are suitably clothed in a manner that promotes participation in the sport. We will seek permission from the parents/guardians of the children before using the images. We require our member associations and clubs to do likewise.

Harassment

Harassment is any type of unwelcome behaviour, which has the effect of offending, humiliating or intimidating the person harassed. Unlawful harassment can be based on any of the personal characteristics covered by anti-discrimination law, such as a person's race, sex, pregnancy, marital status or sexual orientation (see the list under "Discrimination").

Discrimination

Discrimination occurs when someone is treated unfairly or less favourably than another person in the same or similar circumstances because of one of the personal characteristics covered by anti-discrimination laws.

This is known as direct discrimination. Indirect discrimination occurs when there is (or is proposed) an unreasonable requirement, condition or practice that seems to treat everyone equally, but which has or is

likely to have the effect of disadvantaging persons with a personal characteristic covered by anti-discrimination laws.

In Australia, it is against the law to discriminate against someone because of:

- Age
- Sex or gender
- Gender identity
- Intersex status
- Race, colour, descent, national or ethnic origin, nationality, ethno-religious origin, immigration
- Disability, mental and physical impairment
- Family/carer responsibilities, status as a parent or carer
- Marital status
- Pregnancy, potential pregnancy, breastfeeding
- Sexual orientation and gender identity
- Physical features
- Irrelevant medical record
- Irrelevant criminal record, spent convictions
- Political beliefs or activities
- Religion, religious beliefs or activities
- National extraction or social origin
- Lawful sexual activity
- Profession, trade, occupation or calling
- Member of association or organisation of employees or employers, industrial activity, trade union activity
- Defence service
- Personal association with someone who has, or is assumed to have, any of the above characteristics

Examples of discrimination are available on the Play by the Rules website:
www.playbytherules.net.au/legal-stuff/discrimination

Bullying

BQ is committed to providing an environment that is free from bullying. We understand that bullying has the potential to result in significant negative consequences for an individual's health and wellbeing, and we regard bullying in all forms as unacceptable in our sport.

Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety. Bullying behaviour is that which a reasonable person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or a group.

Whilst generally characterised by repeated behaviours, one-off instances can amount to bullying.

The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:

- Verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism;
- Excluding or isolating a group or person;
- Spreading malicious rumours; or
- Psychological harassment such as intimidation.

Bullying includes cyber-bullying, which occurs using technology. New technologies and communication tools, such as smart phones and social networking websites, have greatly increased the potential for people to be bullied through unwanted and inappropriate comments.

BQ will not tolerate abusive, discriminatory, intimidating or offensive statements being made online. Frustration at a referee, teammate, coach or sporting body should never be communicated on social networking websites. These issues should instead be addressed – in a written or verbal statement or a complaint – to the relevant controlling club, league, association, State body or Baseball Australia.

If any person believes they are being, or have been, bullied by another person or organisation bound by this policy, he or she may make a complaint.

Social networking

BQ acknowledges the enormous value of social networking to promote our sport and celebrate the achievements and success of the people involved in our sport.

Social networking refers to any interactive website or technology that enables people to communicate and/or share content via the Internet. This includes social networking websites such as Facebook and Twitter.

We expect all people bound by this policy to conduct themselves appropriately when using social networking sites to share information related to our sport.

Social media activity including, but not limited to, postings, blogs, status updates, and tweets:

- Must not contain material which is, or has the potential to be, offensive, aggressive, defamatory, threatening, discriminatory, obscene, profane, harassing, embarrassing, intimidating, sexually explicit, bullying, hateful, racist, sexist or otherwise inappropriate;
- Must not contain material which is inaccurate, misleading or fraudulent;
- Must not contain material which is in breach of laws, court orders, undertakings or contracts;
- Should respect and maintain the privacy of others; and
- Should promote the sport in a positive way.

What is a breach of this policy?

(Extract from BQ MPP section 8).

It is a breach of this policy for any person or organisation bound by this policy to do anything contrary to this policy, including but not limited to:

- 8.1 breaching the codes of behaviour (see Part B of this policy);
- 8.2 bringing the sport and/ or Baseball Queensland into disrepute, or acting in a manner likely to bring the sport and/ or BQ into disrepute
- 8.3 failing to follow BQ's policies (including this policy) and our procedures for the protection, safety and well-being of children;
- 8.4 discriminating against, harassing or bullying (including cyber-bullying) any person;
- 8.5 victimising another person for making or supporting a complaint;
- 8.6 engaging in an inappropriate intimate relationship with a person that he or she supervises, or has influence, authority or power over;
- 8.7 verbally or physically assaulting another person, intimidating another person or creating a hostile environment within the sport;
- 8.8 disclosing to any unauthorized person or organisation any BQ information that is of a private, confidential or privileged nature;
- 8.9 making a complaint that they know to be untrue, vexatious, malicious or improper;
- 8.10 failing to comply with a penalty imposed after a finding that the individual or organisation has breached this policy; and
- 8.11 failing to comply with a direction given to the individual or organisation as part of a disciplinary process.

Disciplinary Measures

(Extract from BQ MPP section 9).

BQ may impose disciplinary measures on an individual or organisation for a breach of this policy.

Any disciplinary measure imposed will be:

- Fair and reasonable;
- Applied consistent with any contractual and employment rules and requirements;
- Be based on the evidence and information presented and the seriousness of the breach; and
- Be determined in accordance with our constituent documents, by-laws, this policy and/or the rules of the sport.

9.1 Individual

If a finding is made by a Tribunal that an individual has breached this policy, one or more of the following forms of discipline may be imposed.

- 9.1.1 a direction that the individual make a verbal and/or written apology;
- 9.1.2 a written warning;
- 9.1.3 a direction that the individual attend counselling to address their behaviour;
- 9.1.4 a withdrawal of any awards, scholarships, placing's, records, achievements bestowed in any tournaments, activities or events held or sanctioned by Baseball Australia;
- 9.1.5 a demotion or transfer of the individual to another location, role or activity;
- 9.1.6 a suspension of the individual's membership or participation or engagement in a role or activity;
- 9.1.7 termination of the individual's membership, appointment or engagement;
- 9.1.8 a recommendation that Baseball Australia terminate the individual's membership, appointment or engagement;
- 9.1.9 in the case of a coach or official, a direction that the relevant organisation deregisters the accreditation of the coach or official for a period of time or permanently;
- 9.1.10 a fine;
- 9.1.11 any other form of discipline that the Disciplinary Committee considers appropriate.

Factors to consider

The form of discipline to be imposed on an individual or organisation will depend on factors, such as:

- The nature and seriousness of the breach
- If the person knew, or should have known, that the behaviour was a breach of the policy
- The person's level of contrition
- The effect of the proposed disciplinary measures on the person, including any personal, professional or financial consequences
- If there have been any relevant prior warnings or disciplinary action
- The ability to enforce disciplinary measures if the person is a parent or spectator (even if they are bound by the policy)
- Any other mitigating circumstances.

RECORD OF FORMAL COMPLAINT

Complainant's Name	<input type="checkbox"/> Over 18 <input type="checkbox"/> Under 18	Date Formal Complaint Received: / /
Complainant's contact details	Phone: Email:	
Complainant's role/position	<input type="checkbox"/> Administrator (volunteer) <input type="checkbox"/> Parent <input type="checkbox"/> Athlete/player <input type="checkbox"/> Spectator <input type="checkbox"/> Coach/Assistant Coach <input type="checkbox"/> Support Personnel <input type="checkbox"/> Employee (paid) <input type="checkbox"/> Other <input type="checkbox"/> Official	
Name of person complained about (respondent)	<input type="checkbox"/> Over 18 <input type="checkbox"/> Under 18	
Respondent's role/position	<input type="checkbox"/> Administrator (volunteer) <input type="checkbox"/> Parent <input type="checkbox"/> Athlete/player <input type="checkbox"/> Spectator <input type="checkbox"/> Coach/Assistant Coach <input type="checkbox"/> Support Personnel <input type="checkbox"/> Employee (paid) <input type="checkbox"/> Other <input type="checkbox"/> Official	
Location/event of alleged incident		
Description of alleged incident		
Nature of complaint (category/basis/grounds) Tick more than one box if necessary	<input type="checkbox"/> Harassment or <input type="checkbox"/> Discrimination <input type="checkbox"/> Sexual/sexist <input type="checkbox"/> Selection dispute <input type="checkbox"/> Coaching methods <input type="checkbox"/> Sexuality <input type="checkbox"/> Personality clash <input type="checkbox"/> Verbal abuse <input type="checkbox"/> Race <input type="checkbox"/> Bullying <input type="checkbox"/> Physical abuse <input type="checkbox"/> Religion <input type="checkbox"/> Disability <input type="checkbox"/> Victimization <input type="checkbox"/> Pregnancy <input type="checkbox"/> Child Abuse <input type="checkbox"/> Unfair decision <input type="checkbox"/> Other	
Methods (if any) of attempted informal resolution		
Formal resolution procedures followed (outline)		

If investigated:	Finding
If heard by Tribunal:	Decision Action recommended
If mediated:	Date of mediation: Both/all parties present Agreement Any other action taken
If decision was appealed	Decision Action recommended
Resolution	<input type="checkbox"/> Less than 3 months to resolve <input type="checkbox"/> Between 3 – 8 months to resolve <input type="checkbox"/> More than 8 months to resolve
Completed by	Name: Position: Signature: Date / /
Signed by:	Complainant: Respondent:

REVISION AND APPROVAL HISTORY

Date	Revision No.	Author and Approval	Description of changes
23/03/2018	1		Format/Layout adjustments.



MEDICAL AUTHORITY & RELEASE FORM
Baseball Queensland Events and Teams

FULL NAME OF PLAYER/OFFICIAL:.....

DATE OF BIRTH:.....MEDICARE NUMBER:.....LINE:.....

ADDRESS:.....

PRIVATE HEALTH FUND DETAILS (IF APPLICABLE)

NAME OF FUND:.....TABLE:.....

1. I/We (the parent(s)/guardian(s) of) the above named player (or any underage person) participating with the team hereby authorise BQ (which term for the purposes of this authorisation clause and subsequent clauses shall severally and jointly mean and include Baseball Queensland, its Directors, employees, agents and contractors) to:
 - a) In case of illness or injury which may occur in connection with her participation in the Baseball Queensland Events and all aspects of the team's program, and also all aspects of any involvement with a Representative Team program have a medical officer provide medical assistance and treatment to the player as deemed necessary.
2. I/We understand that this action is to provide prompt medical treatment and assistance and that only qualified practitioners will be engaged in such treatment in emergency.
3. I/We advise of any known allergies or pre-existing conditions (eg Asthma, etc):

.....

.....

.....

.....
4. I/We advise details of any stabiliser, drug, asthmatic, heart and/or other out of the ordinary physical or medical concerns appropriate to the above player/participant:

.....

.....

.....

.....
5. I/We undertake to disclose to BQ full details of all injuries, illnesses and conditions as provided for in Clauses 3 and 4 above.

6. I/We acknowledge that BQ will not meet the cost of any medical or hospital service incurred and that it is my/our responsibility to ensure that I/we have adequate health insurance and extras cover at all times.

7. Exclusion of liability for damage to players/participants person or property:

I/We hereby agree that BQ (which term for the purpose of this indemnity clause shall severally and jointly mean and include Baseball Queensland, its Directors, employees, agents and contractors) shall not be deemed responsible or liable, whether in contract or in tort or under any statute, for any injury, illness, loss or damage or other mishap to me or my property sustained in, arising from or out of, or in any way directly or indirectly connected with my participation in the Baseball Queensland State Championships and State Team Program, or with any travelling, match, competition, practice, training or function of whatsoever nature held during the period of my participation or with any medical or scientific examinations and tests conducted on me during the period of my participation in the Queensland State Championships and State Team Program, or for any disciplinary or other action ordered, taken against or directed at me by the CEO of BQ, any person authorised or directed by him or the Development Manager - BQ, or the Head Coach or Coaches or Executive Officer of any participating team in the Queensland State Championships and State Team Program, or any persons appointed by BQ and hereby indemnify and will at all times thereafter well and sufficiently indemnify and keep fully indemnified BQ from and against all actions, suits, causes of action, proceedings, claims, demands, costs and expenses whatsoever which may be taken or made against BQ or incurred or become payable by BQ in connection with, or arising out of any such injury, illness, loss, damage or other mishap to me or my property or any disciplinary or other action ordered, taken against or directed at me and hereby agree (without in anyway imposing or attaching any liability or obligation upon BQ to do so) that BQ or Affiliated Association of BQ may act as my agent in incurring such expenses as, and/or doing whatsoever is reasonably necessary for the benefit of me in connection with or arising out of any such injury, illness, loss, damage or other mishap.

(Parents will be notified in cases of serious illness or injury as quickly as possible, but this consent will make immediate treatment possible)

THIS FORM IS NOT TO BE AMENDED OR ALTERED IN ANY WAY

FATHER'S/GUARDIAN'S NAME:.....

FATHER/GUARDIAN SIGNATURE:.....DATED.....

MOTHER'S/GUARDIAN'S NAME:.....

MOTHER/GUARDIAN SIGNATURE:.....DATED.....

PLAYER'S/OFFICIAL'S SIGNATURE:.....DATED.....



Media Release

I, the parent / guardian (check one) of the below listed minor,

(Name of Player)

of,

(Address)

- I hereby give my permission to Baseball Queensland to use photographs, images and audio-visual media taken in the lead up to; and during the Tournament of the above listed person in any publication, media release, promotional announcement, or advertisement, electronic or otherwise, worldwide.
- I agree that neither the above listed minor, nor I, will receive any compensation if such image appears in such publication, media release, promotional announcement, or advertisement, electronic or otherwise.
- I understand that such image is the property of Baseball Queensland. I understand that Baseball Queensland will not supply such images for use in any commercial venture or advertisement not published/produced for/by Baseball Queensland or its affiliates without my permission, unless such publication or production is by a Corporate Sponsor or Licensee of Baseball Queensland and only if the publication or production is directly related to and in support of Baseball Queensland.

(Name of Parent)

(Signature)

(Date)