

The Great Public Schools Association of Queensland

CODE OF CONDUCT

Effective 1 January 2021

The Great Public Schools' (GPS) Association of Qld Inc,
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.....
www.gpsqld.org.au

Spirit of Fellowship



Introduction to the Great Public Schools Code of Conduct

We are committed to providing a safe, fair and inclusive environment for everyone involved in our organisation and our sport and activities.

Through an extensive activities program, the Association seeks to promote skill development, teamwork and leadership through coaching by teachers and others who are equipped with the necessary skills and experience to work effectively with young people. The Association encourages students of Member schools to pursue excellence in sport and other activities where they possess particular talent.

The encouragement of skill development and the pursuit of excellence should never be at the expense of fair play, good sportsmanship and friendly rivalry. The Association has developed these Codes of Conduct to guide all people who have an involvement in GPS activities. The Association hopes that these codes will encourage teachers, coaches, parents, officials and players to contribute to the development of a healthy, enjoyable and safe environment for all GPS sport and other activities.

This Code aims to ensure the standards of behaviour are maintained by our players, coaches, administrators, volunteers, parents and spectators by providing a simple set of rules that assist in delivering a safe, fair and inclusive environment for all.

Jodie Watson
Executive Officer
The Great Public Schools Association of Queensland

Previous amendments

Name	Effective	Approved date
GPS Code of Conduct	1 Jan 2021	19 Oct 2020
GPS Codes of Behaviour	1 May 2010	1 May 2010
GPS Codes of Behaviour	28 Nov 2002	28 Nov 2020

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PART 1: GENERAL INFORMATION

1 WHAT IS THE CODE OF CONDUCT?

- 1.1 This Code sets out the types of behaviour that will not be acceptable during a GPS endorsed event and the consequences for such action occurring.
- 1.2 This Code is established to ensure that the highest possible standard of interschool competition occurs during the Sport or Activities.
- 1.3 This Code supports GPS's desire to encourage and promote excellent sportsmanship and appropriate standards of behaviour, including fair play on and off the field.
- 1.4 This Code is not intended to restrict or hinder persons having fun and participating competitively in the Sport or Activities.
- 1.5 It is important to note that this Code may apply in addition to any code or other disciplinary requirements of the Person's school, sport governing body and will be referred to the police where appropriate.

2 WHO DOES THE CODE APPLY TO?

This Code applies to all Participants involved with GPS Sport and Activities, whether they are in a paid or unpaid/ voluntary capacity, including:

- 2.1 All GPS Member Schools
 - a. Anglican Church Grammar School (ACGS)
 - b. Brisbane Boys' College (BBC)
 - c. Brisbane Grammar School (BGS)
 - d. Brisbane State High School (BSHS)
 - e. St Joseph's College Gregory Terrace (GT)
 - f. Ipswich Grammar School (IGS)
 - g. St Joseph's College Nudgee (NC)
 - h. Toowoomba Grammar School (TGS)
 - i. The Southport School (TSS)
- 2.2 All Persons participating in GPS Sport or Activities.
- 2.3 Spectators at a Sport or Activities.
- 2.4 All persons officially appointed to any team or individual competing in a Sport or Activities, such as coaches, managers and health professionals.
- 2.5 All officials appointed by the GPS Association or Host Member School who are involved in the Sport or Activities, including umpires, referees.
- 2.6 All employees or agents of the GPS Association, and the Host Member School.

Collectively referred to as "persons" in this Code.

3 WHEN DOES THIS CODE APPLY?

- 3.1 The Code applies from the commencement of the Sport or Activities to the conclusion of organised activities on the last day including:
 - a. during games and competitions in the Sport or Activities
 - b. all official and unofficial social functions of, or associated with, the Sport or Activities that occur regardless of whether they occur before, during or after.

4 WHAT BEHAVIOUR IS IN BREACH OF THIS CODE?

- 4.1 Any person who does, or is involved in, any of the following types of behaviour shall be in breach of the Code:
 - a. failing to comply with a reasonable direction of a Sport or Activities official
 - b. harassment or bullying of another person
 - c. hazing
 - d. acting in an unlawful manner
 - e. abuse (verbal and/or physical) of a Sport or Activities official

- f. damage to property
- g. breaching GPS's Anti-Doping Policy
- h. acting in any other way which brings the Sport or Activities, GPS, and/or the Host Member School (including any employee, official or agent of such organisation) into disrepute

PART 2: CODE OF CONDUCT

5 CODE OF CONDUCT - PLAYERS

- 5.1 Treat everyone equally, fairly and with dignity regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in GPS Sport & Activities.
- 5.2 Be a good sport, displaying modesty in victory and graciousness in defeat.
- 5.3 Do not tolerate acts of aggression.
- 5.4 Play by the rules and accept the officials' decisions.
- 5.5 Respect the rights, dignity and worth of fellow players, coaches, officials and spectators.
- 5.6 Do not abuse, threaten or intimidate, use crude language or gestures, or show apparent unnecessary dissension, displeasure or disapproval towards an official, coach, manager or other people whether before, during or after Sport or Activities.
- 5.7 Your safety and the safety of your teammates and opponents come first.
- 5.8 Participate for your enjoyment and benefit, not just to please your parents or coaches.
- 5.9 Cooperate with your coach, teammates, opponents and officials.
- 5.10 Work equally hard for the benefit of yourself, your team and your school.
- 5.11 Take pride in the improvement of your skills and your performance and remember that sport is not just about winning.
- 5.12 Adhere to the Anti-Doping Policy advocated by the GPS Association.
- 5.13 Do not make any public comment that is critical of the performance of an official, player, team official, coach or employee/officer/volunteer of any school or Sport or Activities; or on any matter that is, or is likely to be, the subject of an investigation or disciplinary process; or otherwise make any public comment that would likely be detrimental to the best interests, image and welfare of the Sport or Activities, a team, a school, a competition or activity.
- 5.14 Do not otherwise act in a way that may adversely affect or reflect on, or bring you, your team, school or the GPS Association into disrepute or discredit.

Ends – Players

6 CODE OF CONDUCT – TEACHERS AND COACHES

- 6.1 Treat everyone equally, fairly and with dignity regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in GPS Sport & Activities.
- 6.2 Ensure that any physical contact with a participant is appropriate to the situation, rules of your Sport or Activities and necessary for the player's skill development or safety. Any physical contact with athletes should be:
 - a. appropriate to the situation
 - b. essential for the participant's skill development.
- 6.3 Refrain from any form of personal abuse towards your athletes, officials or those staff and students from the opposing school.
- 6.4 Encourage participants to display good sportsmanship and to participate within the spirit of the game always respecting the importance of fair play.
- 6.5 Treat each participant as an individual by respecting the talent, development stage and goals of each individual; help each participant reach their full potential.
- 6.6 Make a commitment to providing a quality service to your participants by following and keeping up to date with the guidelines of National and international bodies governing your Sport or Activities, along with GPS Rules and Policies.
- 6.7 Keep informed of current coaching principles and the principles of growth and development of participants of all ages.
- 6.8 Be a positive role model for your participants. Refrain from inappropriate behaviour towards officials, parents, spectators and other member schools; and teach this to your participants.
- 6.9 Ensure equipment and facilities meet safety standards. Equipment, rules, training and the environment need to be appropriate for the age of the participant.
- 6.10 Teach players the rules of the game and ensure they observe them.
- 6.11 Remember that competitive games are primarily for enjoyment and that winning is only part of the process.
- 6.12 Ensure that you do not expect players to devote an unreasonable amount of time to training which would prevent them from leading a balanced life.

Ends – Coaches and Teachers

7 CODE OF CONDUCT – OFFICIALS

(Umpires, referees, adjudicators, linesperson, score bench, tournament directors and any other appointed officials)

- 7.1 Treat everyone equally, fairly and with dignity regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in GPS Sport & Activities.
- 7.2 Accept responsibility for all actions taken. Exercise reasonable care to prevent injury by ensuring participants compete within the rules.
- 7.3 Be impartial and maintain integrity in your relationship with other officials, participants and coaches.
- 7.4 Avoid situations that may lead to a conflict of interest.
- 7.5 Not be in a position of individual and unsupervised contact with participants under 18 years of age.
- 7.6 Be courteous, respectful and open to discussion and interaction.
- 7.7 Be a positive role model in behaviour and personal appearance by maintaining the highest standards of personal conduct and projecting a favourable image of your Sport or Activities and officiating at all times.
- 7.8 Refrain from any personal abuse towards participants, coaches, parents, spectators or other officials.
- 7.9 Show concern and caution towards ill and injured participants. Enforce the blood rule and apply procedures regarding ill or injured participants according to the rules.
- 7.10 Keep up to date with rule changes for the relevant governing body and with the latest trends in officiating
- 7.11 Abstain from the use of tobacco and the consumption of alcoholic beverages prior to and during officiating or whilst in uniform.
- 7.12 Adhere to the Anti-Doping Policy advocated by the GPS Association.
- 7.13 Make no public comments or media announcements without prior approval from the Executive Officer of the GPS Association.
- 7.14 Uniforms – All Umpires must wear only the official governing bodies uniform when umpiring at any GPS Sport or Activities.
- 7.15 Abide by all relevant policies documented by the GPS Association in relation to appointments.

Ends – Officials

8 CODE OF CONDUCT – PARENTS AND SPECTATORS

The GPS Association warmly encourages the full and whole-hearted involvement and support of parents and spectators.

- 8.1 Treat everyone equally, fairly and with dignity regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in GPS Sport & Activities.
- 8.2 Spectators are an essential part of the GPS and shall at all times conform to accepted standards of good sportsmanship and behaviour.
- 8.3 Shall at all times respect officials, coaches and players and extend all courtesies to them.
- 8.4 Should lead by example and display appropriate social behaviour by not using profane, demeaning or derogatory language, or harassing players, coaches, officials, or other spectators – physical or verbal abuse will not be tolerated.
- 8.5 Respect the official's decision. Do not abuse, threaten or intimidate an official and do not show dissension, displeasure or disapproval towards an official's decision in an abusive or unreasonable fashion.
- 8.6 Instil the ability to accept losses and setbacks without undue disappointment.
- 8.7 Show respect for opponents, never ridicule mistakes or losses – supporters are there to support not downgrade.
- 8.8 Never publicly criticise officials – raise personal concerns with School/ GPS Association in private.
- 8.9 Remember that you are there for the participants to enjoy the game.

Ends – Parent and Spectators

9 CODE OF CONDUCT – ALL OTHER PARTICIPANTS

- 9.1 Treat everyone equally, fairly and with dignity regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in GPS Sport & Activities.
- 9.2 Have an understanding of the rules and regulations governing the Sport & Activity you are involved with.
- 9.3 Conduct yourself both professionally and personally in a manner that enhances the integrity, culture and standing of the GPS Association.
- 9.4 Shall at all times respect officials, coaches and players and extend all courtesies to them.
- 9.5 Should lead by example and display appropriate social behaviour by not using profane, demeaning or derogatory language, or harassing players, coaches, officials, or other spectators – physical or verbal abuse will not be tolerated.
- 9.6 Respect the official's decision. Do not abuse, threaten or intimidate an official and do not show dissension, displeasure or disapproval towards an official's decision in an abusive or unreasonable fashion.
- 9.7 Never publicly criticise officials – raise personal concerns with School/ GPS Association in private.
- 9.8 Clearly understand your defined role and responsibility and work within the limits of your qualifications and hence not assume roles outside of those pre-determined ones.
- 9.9 Assure participants and yourself that your actions are at all times unambiguously professional.
- 9.10 Apply your knowledge and skills to help make GPS sport and activities safer. For health professionals, this is achieved by implementing appropriate injury prevention regimes; applying reasonable initial injury management procedures; and referring injuries, as necessary, to a more qualified health professional for further advice and management.

Ends – All other participants

PART 3: REPORTING, COMPLAINT HANDLING AND INVESTIGATIONS

10 WHAT HAPPENS IF THIS CODE IS BREACHED?

10.1 If GPS receives information which is in breach of this Code, GPS shall:

- a. Notify the relevant member school and refer to such member school for investigating the alleged breach
- b. Matters breached by GPS appointed externally officials will be in the first instance referred to the external Association and if required investigated by the GPS Association through the Executive Officer

11 HOW ARE COMPLAINTS REPORTED?

11.1 Complaints concerning an alleged breach of this Code can be formal or informal. Complaint reporting form templates are provided in appendix 1.

11.2 The lowest level at which a matter can be dealt with shall always be preferred. Therefore, if a complaint relates to behaviour or an incident that occurred at:

- a. school level or involves people operating at the school level, then the complaint should be reported to and handled by the relevant Member School.

11.3 Where a complaint falls outside the parameters of this Code and should be dealt with another way; for example, where the law may require that the complaint/allegation be reported to an appropriate authority, then the matter should be referred to such authority at the earliest possible opportunity.

12 HOW ARE COMPLAINTS HANDLED?

12.1 Each Member School and the GPS Association must put in place complaint handling procedures that are fair, just and transparent. All complaints should apply the following principles:

- a. treat complaints seriously:
- b. act promptly
- c. treat people fairly and listen to all sides of the story
- d. stay neutral
- e. keep parties to the complaint informed
- f. use all efforts to maintain confidentiality if possible
- g. protect against victimisation
- h. keep accurate records
- i. make decisions based only on information gathered not personal views
- j. recommendations of disciplinary action should be proportionate to the breach.

13 HOW ARE COMPLAINTS INVESTIGATED?

13.1 Each Member School is responsible for complaints internally

13.2 In the instance a complaint against a external GPS appointed official is received

- a. The GPS will advise the external body appointing and follow their complaint handling process
- b. If no process available with the external body the GPS must appoint an Investigating Officer(s) to be responsible for investigating complaints made under this Code. The Investigating Officer(s) should have suitable expertise or experience in conducting investigations.
- c. Where a complaint falls outside the parameters of this Code and should be dealt with another way; for example, where the law may require that the complaint/allegation be reported to an appropriate authority, then the matter should be referred to such authority at the earliest possible opportunity and the investigation by the Investigating Officer should promptly cease. This would include an allegation of a criminal act.
- d. Where the matter involves an allegation of a criminal act, or there is an identified risk or danger to a Person, the GPS has the power to stand down an alleged offending Person from any role or duties pending the outcome of an investigation and/or proceedings relating to the allegation. This decision may be on an interim basis and can be revisited by the GPS if considered appropriate to do so.
- e. If appointed the Investigating Officer must prepare a written statement of their factual findings and recommendations and provide copies of that statement to:
 - I. the relevant Member School
 - II. the relevant Governing Body (if applicable)

III. the GPS Association Management Committee.

14 GPS FIXTURE RED CARD PROCEDURE

- 14.1 Officials and the two Team Coaches / Master in Charge are to meet directly after the match to discuss any send-offs [Yellow Card or Red Cards].
- 14.2 Copies of the GPS Breach of Code of Conduct Report Form should be available at the home ground to be supplied by the Host School Convenor/ Game Day Manager
- 14.3 The Officials are asked to complete a GPS Breach of Code of Conduct Report Form for any Red Card issued. Preferably this will be actioned at the ground and provided to the Host School Convenor/ Game Day Manager
- 14.4 Member schools are to report all incidents including details such as the names of students, what happened and who was involved via the Match Day Report Form no later than 9 am each Monday of regular fixtures. Match Day Report Forms are to be completed by the Member school delegate of the Sport and Activities Committee and reviewed by the GPS Executive Officer
- 14.5 The GPS Executive Officer is responsible for ensuring that all report forms are available to all Member Schools and the GPS Competition Manager to liaise with sport and activities specific directors to request that each school enforce an automatic one-week suspension for a Red Card offence
- 14.6 When a Person breaches the direction of an appointed official or breaks the rules of the game a Red Card may be issued, with the following requirements:
- if sent off, they may not take any further part for the remainder of the game
 - are required to be supervised by a Member school representative
 - are required to go to the change rooms or leave the venue
 - when a Red Card is issued, the player serves an automatic one-match suspension (the next official GPS fixture in which he would otherwise have played)
 - further suspension may be imposed at the discretion of each school.

15 WHAT PENALTIES CAN BE IMPOSED?

15.1 Having regard to the specific Sport and Activities Rules a breach outside of a Red Card, the GPS and/ or Member School may determine the degree to which the Person violates the Code, and in doing so, may categorise the level of the breach as being a low, mid or high level breach.

15.2 Factors:

- in determining whether the Person has committed a low, mid or high level breach, the GPS and/ or Member School will have regard to the degree to which:
 - the Participant's or Member School's (as applicable) Conduct was intentional
 - the consequences of the Conduct were reasonably foreseeable at the time the conduct took place
 - the behaviour or Conduct may have offended the general public's sensibilities
 - the action impacted on the integrity of the Sport or Activities
 - the behaviour would if publicly known, cause reputational damage to the GPS, a Member School, the participant, any other Person, Sport or Activities
 - any other factor which the Code of Conduct Committee determines is relevant to the circumstances of the case and which directly relates to the alleged breach set out in the notice of the violation.

15.3 Sanctions:

- The GPS and/ or Member School is entitled to impose such sanction(s) as it deems fit on any Person (as applicable) including:
 - a caution, warning as to future Conduct, or reprimand
 - a fine and/or compensation orders
 - a suspension for a specified number of activities or period (including from all GPS related activities)
 - exclusion orders from a Member School's grounds
 - suspension from involvement in officiating, coaching and/or administration of the Sport or Activities
 - recommend to the Person's member school and/ or governing body that a penalty or additional penalties be imposed by it
 - any combination of the above or such other sanction as may be appropriate.
- In addition, the Person may be disciplined by the Member School, which they represent, and/ or be prosecuted by the police.

16 HOW CAN A PERSON APPEAL A DECISION?

- 16.1 There is no appeal right to a Red Card.
- 16.2 All decisions and penalties imposed by a Member School are final, with no right of appeal.
- 16.3 Penalties imposed by the GPS Association can only be appealed within two days of the decision.
- 16.4 A person can submit their appeal in writing to the GPS Association Management Committee under the guide of Appendix 2 of this Code, through the GPS office.
- 16.5 With respect to the determination or decision appealed from, the sole grounds of appeal are that:
- a. the decision was wrong in fact or law
 - b. the sanction imposed was manifestly excessive; and/or
 - c. the sanction imposed was manifestly inadequate, and the Appellant bears the onus and burden of satisfying the Appeals Committee that the ground(s) of appeal has been made out.
- 16.6 To the extent practicable, an appeal should be held within fourteen (14) days of the lodging an "Application to Appeal a Code of Conduct Decision" form.
- 16.7 An appeal will be conducted by the GPS Management Committee ("Appeals Committee").
- 16.8 Subject to Rule 16.5, an appeal decision handed down by the Appeals Committee under Rule 16 is a final decision and may not be appealed further under the Code.
- 16.9 Any sanction imposed at first instance by the Association will be upheld until the matter as been determined in its finality by the Appeals Committee.

17 WHAT DO WORDS IN THE CODE MEAN?

17.1 The words used in the Code mean the following:

- **GPS** means The Great Public Schools' Association of Queensland Incorporated.
- **Code of Conduct** or **Code** means the GPS Code of Conduct provided in part 2 of this policy.
- **Appeals Committee** means the tribunal established in accordance with Clause 16 of the procedures made up of the GPS Management Committee.
- **Member School** means:
 - (i) Anglican Church Grammar School (ACGS)
 - (ii) Brisbane Boys College (BBC)
 - (iii) Brisbane Grammar School (BGS)
 - (iv) Brisbane State High School (BSHS)
 - (v) St Josephs' College Gregory Terrace (GT)
 - (vi) Ipswich Grammar School (IGS)
 - (vii) St Josephs Nudgee College (NC)
 - (viii) The Southport School (TSS)
 - (ix) Toowoomba Grammar School (TGS)And any other body that is or becomes a "Member School" according to the terms of the GPS Constitution, as amended from time to time.
- **Person** or **participant** means a participant of a GPS Sport or Activities including, but not limited to players, officials, coaches, teachers, trainers, medical or any individuals involved in the administration, organisation or promotion of GPS including officers, employees and volunteers, parents/ guardians and spectators.

PART 4: APPENDICES**18 APPENDIX 1 - CODE OF CONDUCT REPORT**

This report is used to report a breach of the GPS code of Conduct

Reporter of incident	
Name:	
Position at Sport or Activities:	
Mobile:	
Signed:	Date & time:

Incident report	
Date & time:	
Location:	
Member School:	
Sport or Activities:	

What is the breach of the Code (tick all that apply from the list below)	
<input type="checkbox"/>	Failing to comply with a reasonable direction of a Sport or Activities official
<input type="checkbox"/>	Harassment or bullying of another person
<input type="checkbox"/>	Hazing (the practice of rituals and other activities involving harassment, abuse or humiliation used as a way of initiating a person into a group).
<input type="checkbox"/>	Acting in an unlawful manner
<input type="checkbox"/>	Abuse (verbal and/or physical) of an event official or other Person
<input type="checkbox"/>	Damage to property
<input type="checkbox"/>	Acting in any other manner which brings the event, GPS, and/or the hosts (including any employee, official or agent of such organisations) into disrepute
<input type="checkbox"/>	Other

Please outline the full details of the incident on the reverse side of this form

Nature and details of the incident/breach of the code of conduct. (If insufficient space, please attach further documentation). A full copy of the Code of Conduct can be found at www.gpsqld.org.au

Administration use:

Received by: _____

Position: _____

Signed: _____

Date & time: _____

Decision committee:

GPS Executive Officer signed: _____

Date & time: _____

Member School manager signed: _____

Date & time: _____

19 APPENDIX 2 - APPEAL CODE OF CONDUCT DECISION

This report is used to appeal a decision or sanction of the GPS Code of Conduct Committee

Persons detail	
Name:	
Who is Appealing:	
Member School:	
Mobile:	
Signed:	Date & time:

Decision Details	
Date of decision:	
The decision and reasons:	

Appeal	
What are you appealing	
Sanction/ penalty	What are the sanctions/ penalties you are appealing:
Grounds for appeal	Briefly outline what reasons you have for appealing the decision and/ or sanction/ penalty:

You may attach additional documents/ submissions if need be: I have attached ____ additional documents

Decision committee:	
Chair of committee signed: _____	Date & time: _____
Member School manager signed: _____	Date & time: _____