Code of Conduct

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1. Background

The Federation of International Sport Aerobics and Fitness Australia (**FISAF Australia**) is committed to providing a safe, inclusive and respectful environment for all participants. FISAF Australia has zero tolerance for abuse and harm and is committed to ensuring that all members people are safe, supported, respected and treated with dignity.

FISAF Australia is responsible for the regulation, development and promotion of FISAF Sport Aerobics in Australia and conducts Australian competition events.

This Code of Conduct (**Code**) should be read in conjunction with FISAF Australia's Child Safety and Wellbeing Policy (**Policy**).

FISAF Australia is responsible for administration, implementation and enforcement of this Code and may amend the Code from time to time.

2. Purpose

This Code aims to:

- Set clear expectations about behaviour and conduct for all FISAF Australia employees, Member Organisations, and Members.
- Set clear standards of what behaviours are considered acceptable and unacceptable towards Members, including children and young people.
- Identify behavioural and/or conduct issues and how to manage concerns when they are raised.
- Create a safe culture which encourages genuine engagement and empowerment of all FISAF Australia employees, Member Organisations and Members.
- Provide a clear statement to FISAF Australia employees, Member Organisations and adult Members forbidding abuse and harm of children and young people.
- Comply with relevant legislative and moral obligations.
- Promote a safe environment and culture where FISAF Australia employees, and all Members are safe and feel safe.

3. Scope

This Code applies to all people participating in, involved with or attending FISAF Australia activities, programs, competitions and events, including FISAS Australia employees, Members, Member Organisations, parents and caregivers, and spectators, as applicable in their role.

Additional responsibilities relating to child safety and wellbeing apply to adults who work or interact with children and young people though FISAF Australia. These responsibilities should be read in conjunction with the Child Safety Policies.

4. Expected Behaviours

4.1. General

It is expected that all FISAF Australia employees, Member Organisations and Members:

- Always Uphold FISAF Australia's Statement of Commitment to Child Safety (Commitment). The Commitment can be found at https://fisafaustralia.com.au/documents/member-well-being/.
- Act in accordance with all FISAF Australia policies.
- Promote and model positive sportsmanship and respectful, supportive behaviour towards everyone involved with FISAF Australia, including online and on social media.

- Respect, promote and value the rights, dignity, diversity, inclusion and worth of every person involved with FISAF Australia, regardless of gender, ability, disability, sexual orientation, cultural background, religion or other personal characteristics.
- Promote a culturally safe, inclusive and respectful environment for Aboriginal and Torres Strait Islander people, including children and young people.
- Never bring the sport into disrepute and conduct themselves in a manner that upholds the integrity and reputation of the sport and FISAF Australia.
- Contribute to a safe, inclusive and respectful sporting environment that values individual differences and is free from harassment and must consider their own safety and wellbeing and that of others, recognising that safety includes physical and emotional safety and wellbeing, in all interactions, including in-person, verbal, written, electronic and social media communications.
- Be vigilant, proactive and take all reasonable steps to protect Members, especially children and young people, from abuse and harm.
- Listen and respond to concerns and the views of Members seriously and in compliance with the relevant reporting procedure, particularly if they communicate (verbally or non-verbally) that they or another Member has been harmed, is at risk of being harmed, or they feel unsafe.
- Place the interests of any child or young person who has been harmed, or at risk of being harmed, above the interests of FISAF Australia or other individuals within it and, ensure the immediate safety of a child or young person who has been harmed or abused.
- Provide welcoming, safe and accessible environments that protect Members from violence, racism, bullying, teasing, threatening, and discriminatory conduct, and enables the participation of all Members.
- Manage dual relationships (where a prior relationship exists with a child, young person or family) in accordance with the Child Safety & Wellbeing Policy, and escalate child safety concerns about dual relationships, in accordance with the appropriate reporting channels.
- Demonstrate appropriate personal and professional boundaries.
- For FISAF Australia employees, Member Organisations and adult Members, be a positive role model, including by supporting children and young people to learn protective behaviours, empowering children and young people to speak up if they have concerns for their safety or wellbeing, and ensuring children and young people are aware of their rights and have access to this information.
- Identify and mitigate risks to children and young people's safety and wellbeing and adhere to risk mitigation strategies and safe work practices.
- Ensure that children and young people are supervised appropriately with consideration given to their age, development and other vulnerabilities, to ensure that risk of harm is mitigated toward the child, young person and others.
- Report any suspected or substantiated breaches of the Code to FISAF Australia in line with FISAF Australia's policies and as required by relevant legislation.
- Notify the Child Safety Officer and/or the Director immediately if a complaint or allegation regarding child safety has been made against them, including outside the ordinary course of their employment or engagement with FISAF Australia.

- Not use FISAF Australia images, logos, business name any other forms of intellectual property owned by FISAF Australia without permission.

4.2. Athletes

All athletes are expected to:

- Respect the ability, potential, effort and development of fellow athletes and competitors.
- Care for and treat with respect all equipment and facilities used during training, competitions and events.
- Demonstrate honesty and integrity in competitions and in their interactions with coaches, officials and other participants.
- Always conduct themselves in a respectful and appropriate manner.
- Recognise that their behaviour can affect themselves, other participants, FISAF Australia, and the reputation of the sport, and conduct themselves accordingly.
- Cooperate respectfully with FISAF Australia, its officials and representatives, and support FISAF Australia's policies, rules and expectations.
- Abide by the rules of the sport, respect the decision of judges and officials, and raise any concerns or appeals through the appropriate formal processes.
- Demonstrate a positive and respectful attitude towards the sport, competitions and other participants, including online and on social media.
- Give their best effort and participate in a way that supports their enjoyment, development and wellbeing.

In general terms an athlete is encouraged to:

- Work towards reaching their full potential in the sport.
- Respect and uphold both the rules and the spirit of the sport.

4.3. Registered Coaches

In addition to the expectations set out above, it is expected that coaches must:

- Work collaboratively and in good faith with FISAF Australia, upholding its policies, rules and expectations.
- Promote and model positive sportsmanship and encourage respectful behaviour towards all people involved with FISAF Australia, including online and on social media. Member Organisations are responsible for the conduct of their members and supporters.
- Maximise the participation and enjoyment of all athletes, treating each athlete with fairness and respect, regardless of their ability.
- Place the safety, wellbeing and welfare of athletes above all else, demonstrating empathy and care, including when an athlete is unwell or injured.
- Encourage athletes to value honest effort, personal improvement and performing to the best of their ability, rather than focusing solely on results.
- Build and maintain respectful, professional relationships with athletes, with clear and appropriate boundaries at all times.

- Maintain a thorough understanding of the rules and requirements of the competition, and relevant safety and legislative requirements.
- Keep up to date with contemporary coaching practices and actively seek opportunities to maintain and develop coaching knowledge, skills and accreditation.
- Demonstrate leadership and respect for the sport and for everyone involved, including athletes, staff, officials, coaches, supporters and parents or carers.
- Support each participant, including athletes, coaches and officials, to reach their potential by respecting their ability, developmental stage and goals, and providing positive, constructive and supportive feedback.
- Respect and protect confidential or sensitive information obtained through the coaching role and only disclose information where appropriately authorised or required.

4.4. Officials

In addition to the expectations set out above, all officials are expected to:

- Place the safety, welfare and wellbeing of athletes above all else.
- Make decisions consistently, fairly and impartially, applying the rules and requirements of the sport appropriately.
- Promote positive and respectful behaviour and respond promptly and appropriately to behaviour that does not meet expected standards.
- Act honestly, with integrity and in good faith, and in the best interests of the sport.
- Use information and any authority or advantage associated with their role appropriately and responsibly. Respect and protect confidential or sensitive information and only disclose where appropriately authorised or required.
- Perform their responsibilities with appropriate care, competence, diligence and professionalism.
- Maintain objectivity and ensure that personal bias, prejudice or conflicts of interest do not improperly influence their decisions or actions.
- Obtain prior written approval from FISAF Australia before acting as a judge at a non-FISAF event involving FISAF Australia routines, categories or music mixes, and ensure that any such event is not represented or promoted as being affiliated with or endorsed by FISAF Australia unless expressly authorised.

4.5. Spectators, Parents and Caregivers

In addition to the expectations set out above, all spectators, parents and caregivers are expected to:

- Treat all athletes and coaches fairly and respectfully and recognise and value their efforts and achievements.
- Recognise the commitment involved in participating in the sport and value the personal development, enjoyment and experiences gained through participation, beyond competition results.
- Encourage and support all athletes through positive and respectful cheering, regardless of their club or school affiliation, and contribute to an environment free from intimidating, disrespectful or inappropriate behaviour. This includes, but is not limited to, online and on social media.

- Support athletes to participate for their own enjoyment, development and benefit, and respect their individual goals and experiences.
- Respect designated and restricted areas within event venues and only enter those areas when appropriately authorised or accompanied by an authorised FISAF Australia representative.
- Respect and follow the reasonable directions of event organisers, staff and officials.

5. Unacceptable Behaviours

FISAF Australia employees, Member Organisations and Members **must not**:

- Engage in or threaten unlawful activity, child abuse or harm involving or in the presence of a child or young person.
- Engage in grooming or behaviour that could be considered grooming, including isolating a child or showing favouritism through gifts or special treatment.
- Hit, assault or make unnecessary, intrusive or inappropriate physical contact with a child or young person, including kissing, holding or cuddling.
- Oppress, threaten or communicate with a child or young person in an angry or intimidating manner.
- Be alone with a child or young person unless reasonably required for their role and permitted by FISAF Australia's Child Safety & Wellbeing Policy. Wherever practicable, interactions should occur with another adult present or in an open, visible space.
- Use inappropriate, abusive, discriminatory, harassing, demeaning, culturally insensitive or sexually explicit language or gestures around children, young people and other Members.
- Discuss inappropriate adult or sexual topics, or share inappropriate images or material, with or around children and young people.
- Condone or disclose personal involvement in illegal or unsafe behaviour when speaking to or around children and young people.
- Smoke, consume alcohol or illicit drugs, or be substance affected while working with children and young people.
- Perform personal care tasks a child or young person can reasonably do themselves, except where necessary to prevent an accident or provide first aid.
- Discriminate against a child or young person based on a protected attribute, or express prejudicial views about those attributes in their presence.
- Arrange personal contact or exchange contact details with a child or young person for purposes unrelated to FISAF Australia's activities or services.
- Solicit or befriend children or young people online, or contact them online outside an approved activity or without transparency to FISAF Australia.
- Take, use or publish unauthorised images of children and young people contrary to the Event Photography and Film Policy [insert link], or use personal devices to photograph them without consent.
- Disclose a child or young person's personal or sensitive information without their consent or their parent's or caregiver's consent, unless required by FISAF Australia's Child Safety & Wellbeing Policy.

- Post information about a child or young person online, including names, ages, contact details, photographs or videos, unless express permission is provided by the parent/guardian of the child or young person.
- Ignore suspected or disclosed child abuse or harm, or place a child or young person at risk through negligence or inaction.
- Intentionally attempt to poach an athlete or coach from another Member Organisation whilst they are still an active member of that organisation.

6. New Clubs/Venues

When a person intends to establish a new sport aerobics club they are expected to:

- Communicate appropriately with FISAF Australia regarding the establishment and registration of the new club and comply with any applicable registration requirements, policies and procedures.
- Act openly, respectfully and in good faith in their dealings with their current club, FISAF Australia and other Member Organisations.
- Fulfil all commitments to their current club (if applicable) before sharing plans to establish a new club with anyone in the FISAF Australia community, except the current club owner and FISAF Australia. These commitments include meeting agreed financial obligations, completing competition commitments and returning club-owned property.
- Respect the relationships between athletes and their existing clubs (if applicable) and refrain from actively soliciting, pressuring or encouraging members of another club to join their new club.
- Respect the intellectual property, confidential information and other materials belonging to their current or former club (if applicable) and only use such material where appropriate permission or authority has been obtained.

When considering a venue to establish a new club, or relocate/expand, they are expected to:

- Consider a prospective venue's proximity to existing FISAF Australia registered clubs. While FISAF Australia does not restrict where clubs may operate, it recommends maintaining a distance of at least 5 km from other registered clubs, where reasonably practicable. This recommendation supports respectful relationships between clubs and encourages clubs to grow by attracting new participants to the sport.

7. Changing Clubs

When a Member intends on changing clubs:

- Members, parents or caregivers where applicable, and the relevant Member Organisations are encouraged to communicate openly, respectfully and in a timely manner to support a smooth transition.
- Members are encouraged, where reasonably practicable, to complete the current competition season with their existing club before changing clubs. Any approved change during the season must comply with FISAF Australia rules. All parties are encouraged to communicate openly and work cooperatively to support the Member's transition.
- Members must be free to make their own choice about club membership. Clubs, and other Members are expected to respect that choice, and must not pressure or improperly influence a member to join or leave a club.

- Members are expected to finalise legitimate outstanding commitments to their previous club, including agreed fees and the return of club-owned property, in accordance with the applicable club and FISAF Australia requirements.
- All parties should conduct themselves respectfully throughout the transition and support the continued participation and wellbeing of the Member.

8. Breaches and Concerns

Suspected breaches of this Code should be reported to FISAF Australia in accordance with the relevant FISAF policies and procedures, including the Child Safety Policies where the matter relates to the safety or wellbeing of a child or young person.

FISAF Australia may take appropriate action in response to a breach of this Code, having regard to the nature and circumstances of the breach and any applicable policies, procedures, and relevant legislation. Actions may include, but are not limited to:

- Requiring a person to leave an event or venue;
- Suspending or terminating an individual's FISAF Australia membership; affiliation and/ accreditation;
- Suspending or terminating the registration or affiliation of a Member Organisation;
- Restricting or suspending a parent, caregiver or spectator from attending or participating in FISAF Australia events or activities;
- Suspending or removing a coach, official, or other person from their FISAF Australia related role or activities;
- Taking any other action available to FISAF Australia under applicable policies, rules procedures or legislation as appropriate.

Where appropriate, FISAF Australia may notify an individual or Member Organisation or an alleged or substantiated breach, subject to applicable privacy, confidentiality, legislative, and other relevant requirements.

9. Definitions

Term	Definition
Aboriginal	The term Aboriginal in this Policy includes Aboriginal and Torres Strait Islander peoples.
Child, children or young person	A child or young person is a person who is under 18 years of age, unless otherwise defined by law or noted in the Child Safety Policies.
Child abuse	Conduct towards, against, with or in the presence of a child or young person, or threatening to engage in such conduct, which includes: a) Physical abuse b) Sexual abuse or conduct of a sexual nature, including a sexual offense against a child and grooming behaviour c) Emotional or psychological harm, including spiritual abuse d) Neglect e) Discrimination f) Bullying
Child Safe Standards	The 10 Standards and the Universal Principle made under section 11(1) of the *Child Safe Organisations Act 2024* (Qld). a) **Universal Principle: Cultural safety** – Creating environments that make Aboriginal and Torres Strait Islander children feel culturally safe.

	b) **Standard 1: Leadership and culture** – Child safety and wellbeing is embedded in the entity's organisational leadership, governance and culture. c) **Standard 2: Voice of children** – Children are informed about their rights, participate in decisions affecting them and are taken seriously. d) **Standard 3: Family and community** – Families and communities are informed and involved in promoting child safety and wellbeing. e) **Standard 4: Equity and diversity** – Equity is upheld and diverse needs are respected in policy and practice. f) **Standard 5: People** – People working with children are suitable and supported to reflect child safety and wellbeing values in practice. g) **Standard 6: Complaints management** – Processes to respond to complaints and concerns are child focused. h) **Standard 7: Knowledge and skills** – Staff and volunteers of the entity are equipped with the knowledge, skills and awareness to keep children safe through ongoing education and training. i) **Standard 8: Physical and online environments** – Physical and online environments promote safety and wellbeing and minimise the opportunity for children to be harmed. j) **Standard 9: Continuous improvement** - Implementation of the Standards is regularly reviewed and improved. k) **Standard 10: Policies and procedures** – Policies and procedures document how the entity is safe for children.
Child safety	Matters related to FISAF Australia exercising its duty of care to children and young people in its care, protecting all children and young people from harm or a risk of harm, managing the risk of child abuse or harm, taking steps to identify, prevent and mitigate the occurrence of child abuse and harm, providing support and responding to a child or young person who is at risk or has disclosed or made allegations of child abuse or harm.
Child Safety Officer	A person appointed by FISAF Australia to provide advice, coordination and support in relation to child safety and child protection matters and to perform the responsibilities assigned to that role under the Child Safety Policies.
Child-safe organisation	Defined by the Commission as an organisation which prioritises the safety and wellbeing of children and young people.
Commission	The Queensland Family and Child Commission as established by the *Family and Child Commission Act 2014* (Qld).
Communities	A group of people with whom a child or young person shares common interests, experiences, social background, nationality, culture, beliefs or identity.
Complaint	An expression of dissatisfaction to FISAF Australia related to one or more of the following: a) Our services or dealings with individuals b) Allegations of abuse or misconduct by an employee or another individual associated with FISAF Australia c) Disclosures of abuse or harm made by a child or young person d) The conduct of a child or young person at FISAF Australia e) The inadequate handling of a prior concern f) General concerns about the safety of a group of children or young people or activity

Contractor	Any individual, business or company engaged by FISAF Australia to provide services to FISAF Australia, including but not limited to building and maintenance workers, event judges, event staff, consultants, cleaners and caterers.
Cultural safety	A culturally safe environment that is safe for people of all ethnicities and cultural identities, where there is no assault, challenge, or denial of their identity, of who they are and what they need. Cultural safety requires shared respect, shared meaning, shared knowledge, and experience of learning, living and working together with dignity and truly listening, and in which the diverse and unique identities and experiences of all children and young people are respected and valued. This includes the distinctive history and experience of Aboriginal peoples and people who have come to Australia from diverse cultures.
Direct contact	Physical or face-to-face contact, or written (including postal), oral or electronic communication.
Disclosure	Disclosures of actual, suspected or risk of child abuse or harm may be verbal or non-verbal, accidental or intentional, partial or complete.
Duty of care	A common law requirement which places a duty on FISAF Australia and all FISAF Australia employees to take reasonable steps to protect children and young people from harm that is reasonably foreseeable.
FISAF Australia environments	All physical and virtual environments and places made available or authorised by FISAF Australia for use for children and young people, including but not limited to: a) The FISAF Australia offices b) FISAF Australia physical environments including but not limited to offices, halls, parks, event spaces, event accommodation. c) FISAF Australia online environments including but not limited to email, portals, intranet systems, virtual messenger services, social media and other online communications d) Other locations provided by FISAF Australia or a third-party provider where FISAF Australia conducts activities or services including visitation or outreach. Other locations include but are not limited to non-FISAF Australia property including schools
FISAF Australia employees	All people acting as representatives of FISAF Australia including Directors, full-time, part-time, and casual staff, contractors, and volunteers.
Grooming	The offence of grooming concerns predatory conduct undertaken to prepare a child for sexual activity at a later time. The offence applies where an adult communicates, by words or conduct, with a child or young person under the age of 16 years or with a person who has care, supervision or authority for the child or young person with the intention of facilitating the child or young person's involvement in sexual conduct, either with the groomer or another adult. Grooming does not necessarily involve any sexual activity or even discussion of sexual activity – for example, it may only involve establishing a relationship with the child or young person, parent or carer for the purpose of facilitating sexual activity at a later time. The sexual conduct must constitute an indictable sexual offence. This includes offences such as sexual penetration of a child or young person, indecent assault, and indecent acts in the presence of a child or young person.
Indicators of abuse	Some children or young people may show no indicators of harm, while others may show several; however, no single indicator is determinative.
Integrity Unit	The Director and the Sport Development Manager.

Mandatory reporting	Mandatory reporting is the legal requirement for relevant persons to report a reasonable belief of child physical or sexual abuse to the Department of Families, Seniors, Disability Services and Child Safety and/or Queensland Police.
Member	Any individual holding a membership with FISAF Australia including coaches, judges, adult athletes, athletes under the age of 18 along with their parent/s or carer/s.
Member Organisations	Any club or school that holds a current or past membership with FISAF Australia.
Racism	Racism is harmful for children and young people and impacts upon their safety and wellbeing. Racism can be a form of child abuse and may cause harm. Racism may manifest as harassment, abuse or humiliation. It can sometimes lead to intimidation or violence. Racism includes name calling and hurtful jokes and excluding people from groups or activities. It can also include comments that demonstrate a lack of respect for another person.
Reasonable belief	A reasonable belief is a belief based on facts that would lead a reasonable person to think that a child has experienced abuse or harm. A reasonable belief is more than suspicion. There must be some objective basis for the belief. However, it does not require certainty. For example, a person is likely to have a reasonable belief if they: a) Observed the conduct themselves b) Heard from a child or young person that the conduct occurred c) Received information from another source (including another person who witnessed the conduct).
Volunteer	A person who performs work without remuneration or reward for FISAF Australia where children and young people are present or are reasonably expected to be present.
Wellbeing	A positive state of physical, mental and emotional health. Wellbeing generally means feeling safe, happy and healthy more than momentarily. Wellbeing can be achieved in many ways including by supporting a child or young person to express their culture that recognises their ancestry, spirituality and country.

10. Review

FISAF Australia will review all child safe practices and policies at least annually and in response to any critical child safety incident or 'near miss'. Findings from reviews will be reported to the people involved in our organisation and also inform our approach to continuous improvement of our child safety practices. Reviews are overseen by the Integrity Unit and will be informed by consultation with children, families and staff as appropriate.

11. Supporting Legislation and Documents

This Policy operates alongside applicable Commonwealth, State and Territory child protection, child-safe organisation, working-with-children screening, reportable conduct and other safeguarding legislation and requirements.

The following policies, procedures and documentation work together to support child safety and wellbeing across all of our operations:

Legislation	FISAF Documents
• *Australian Human Rights Commission Act 1986* (Cth) • *Child Protection Act 1999* (Qld) • *Child Safe Organisations Act 2024* (Qld) • *Criminal Code Act 1899* (Qld) • *Criminal Code Act 1995* (Cth) • National Principles for Child Safe Organisations • *Working with Children Check Act 2000* (Qld) • The Queensland Child Safe Standards	• Child Safety Reporting Procedure • Child Safety & Wellbeing Policy • Code of Conduct • Conditions of Entry • Event Photography & Film Policy • Event Guidelines • Grievances & Complaints Policy • Participation Waiver • Statement of Commitment to Child Safety

Please note: If there is any inconsistency between this Code and an earlier version or extract of the Code, the current version will prevail.