



UQ SPORT

UQ Sport Athletics Centre Code of Conduct

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1. Purpose

- 1.1 Coaches who wish to train athletes at the UQ Sport Athletics Centre (the '**Centre**') are required to be registered with UQ Sport to train athletes at the Centre. This forms the basis of both the 2024 UQ Sport Athletics Centre Coach Registration and UQ Sport Conditions of Entry.
- 1.2 The 2024 UQ Sport Athletics Centre Coach Registration ('**Registration**') outlines the standards of behaviour and obligations of coaches who wish to carry out their duties as a coach at the Centre.
- 1.3 UQ Sport wishes to establish standards of behaviour to ensure that each user of the Centre and participant in the sport of athletics at the Centre, can engage in the sport in a manner that is safe, enjoyable and inclusive.
- 1.4 It is the responsibility of all coaches to read, understand and formally agree to the following documents which all form part of the Registration:
 - the 2024 UQ Sport Athletics Centre Athletics Coach Registration
 - this Code of Conduct (including the Track Etiquette & Usage Guidelines and Social Media Policy) (the '**Code**'); and
 - the UQ Sport Conditions of Entry displayed at the Centre (the "**Conditions of Entry**").
- 1.5 Failure to formally agree to or abide by any part of the Registration may be considered misconduct and result in temporary or permanent exclusion from the UQ Sport Athletics Centre.

2. Guiding Principles

The following principles are fundamental to the Code and must be adhered to by all coaches at all times when attending the Centre:

- 2.1 All users of the Centre must respect and comply with the directions of UQ Sport staff and the Track Etiquette & Usage Guidelines;
- 2.2 It is the responsibility of coaches to ensure that their athletes are aware of the Conditions of Entry which include paying the appropriate track usage fee or purchasing the appropriate pass. Payment **MUST** be made and athletes **MUST** check-in **PRIOR** to them starting their training session;
- 2.3 Coaches must act with honesty and integrity, and conduct themselves in accordance with the values that form part of their coaching accreditation with Athletics Australia (i.e. inclusion, integrity, innovation, and excellence);
- 2.4 Treat others in a fair, ethical and considerate way;
- 2.5 Respect the rights, dignity and worth of others;
- 2.6 Understand and comply with The University of Queensland and UQ Sport, standards, rules, regulations, and policies;
- 2.7 Respect all other coaches, athletes and facility users and operate within the rules and spirit of the sport of athletics;
- 2.8 refrain from any behaviour that may bring The University of Queensland, UQ Sport or the sport of athletics into disrepute;



- 2.9 Treat other users of the Centre with courtesy and respect and refrain from abusive, rude or aggressive behaviour or inappropriate language towards any other person, including UQ Sport staff, other users of the Centre, other coaches or the coaches' own athletes;
- 2.10 Meet all obligations applicable to accreditations held with Queensland Athletics and Athletics Australia including demonstrating a high degree of care and responsibility when dealing with persons under 18 years of age, in accordance with Athletics Australia's Child Safe Sport Commitment;
- 2.11 Coaches must conduct themselves appropriately when using social media, ensuring there is no reputational damage caused, or likely to be caused, to The University of Queensland or UQ Sport; and
- 2.12 Coaches must immediately raise concerns regarding the conduct of persons through appropriate channels (i.e. UQ Sport CEO or other UQ Sport management).

3. Track Usage Fees

- 3.1 All athletes using facilities managed by UQ Sport must pay hire or entry fees. Casual track usage fees or decrementing passes are payable by all athletes using the UQ Sport Athletics Centre. Coaches are not required to pay track usage fees.
- 3.2 Track access fees are payable by all athletes using the UQ Sport Athletics Centre during the periods listed in the Athletics Centre timetables as displayed on the website. The timetable is subject to change with other bookings.
- 3.3 During the periods defined in paragraph 3.2 above, all athletes MUST PAY track usage fees. This can be done:
 - 3.3.1 via electronic payment with UQ Sport at the check-in station which is set up in the tunnel beneath the grandstand;
 - 3.3.2 by scanning the decrementing pass card with UQ Sport staff at the check-in station; or
 - 3.3.3 for morning bookings, via invoice.
- 3.4 Once payment/membership scan is completed, the athlete will receive a wrist band which **MUST BE WORN** whilst using any part of the Centre (i.e. athletics track, infield, Field 6, Netball and Multi-use courts). This is true for all forms of usage including warm-up, stretching or warm-down.

Athletes who do not pay track usage fees or membership fees or who choose not to wear the wrist band issued to them will be asked to leave the Centre.

- 3.5 If a coach or athlete becomes aware of other athletes at the Centre not wearing wrist bands (i.e. avoiding paying track usage fees), they are encouraged to immediately report this to the UQ Sport staff member on duty. All UQ Sport staff members will treat any such reporting with discretion and will not disclose the identity of the party who reported the non-compliance.
- 3.6 Policing of non-compliance with this Code and the Conditions of Entry (including the obligation to pay track usage fees) is the sole responsibility of UQ Sport. Any issues arising from non-compliance will be the responsibility of UQ Sport. Apart from reporting any non-compliance to the UQ Sport staff member on duty, coaches **must not** take it upon themselves to police or enforce the Code or the Conditions of Entry.

4. Track Etiquette & Usage Guidelines

Coaches must endeavour to, and must ensure that their athletes endeavour to, comply with the following etiquette and usage guidelines when using the Centre.

- 4.1 All users of the Centre must treat the Centre, the equipment provided, and all other users with courtesy and respect;
- 4.2 Prior to starting a training session ALL athletes **MUST** check-in with UQ Sport or have made the appropriate booking. Athletes will be issued with wrist bands or another form of confirmation indicating that they have paid.
- 4.3 The collection of track fees is essential to the ongoing provision and maintenance of the Centre and the associated equipment. If athletes avoid paying for use of the Centre, the availability of the Centre and the quality of the equipment provided will be detrimentally affected.
- 4.4 Track Usage
 - 4.4.1 If there are signs on the infield showing 'Field Closed', athletes and coaches are required to remain off the field.
 - 4.4.2 Before walking across the track look both ways to ensure it is safe to walk across.
 - 4.4.3 Track restrictors may be in place at various times. Any disregard or damage to these restrictors will be taken with the utmost seriousness, up to and including facility bans.
 - 4.4.4 Where possible avoid using Lane 1 unless you are doing laps, or there is high usage of the track on a particular day.
 - 4.4.5 Warm Up / Warm Down should be done outside track usage areas, either:
 - a) on Field 6,
 - b) on the infield grass (outside the rugby field), or
 - c) on outside lanes.

If using the infield grass, be mindful of any throws landing areas. Warm-up drills and run-throughs should be done in the usual (anti-clockwise) running direction. If it is necessary to go in a clockwise direction (e.g. walk back recovery), use the infield or outer lanes, or lanes not having high usage.
 - 4.4.6 400m repetition work should be done in lanes 3 – 5. When the track is very busy it may be the best solution for continuous work to be done in lane 1.
 - 4.4.7 If an athlete is doing a fast repetition and sees that there is a person(s) in the lane ahead, they should call out '*Track*' loudly to warn of their approach. This should be done in sufficient time for the person(s) in the way to be able to turn and see the approaching athlete, and then to move out of the path. The exception to this would be where there were a group of athletes doing continuous work in lanes 1 or 2. In this case it is recommended that the slower-moving group of athletes hold their ground, and the faster-approaching athlete should go around. It is the responsibility of coaches to ensure all of their athletes are aware of this aspect of training at a busy athletics track.
 - 4.4.8 Where possible and when busy, coaches should coach from outside or inside the track, not from on the track, where they may be in a lane being used by athletes.
 - 4.4.9 Athletes are not permitted to use balls (e.g. soccer, rugby, basketball) on the track area or within the infield. When the Centre is reserved for athletics, it is to be used for this purpose only.



- 4.4.10 For safety reasons, throws training cannot proceed without bunting and signage erected. Typically, if you have booked for throws training, this equipment will be set up prior to your arrival. Athletes arriving on site wishing to practice javelin or discus without a booking may be denied.
- 4.4.11 Coaches must obtain clearance from the management of the Centre before using sleds. Sleds are not permissible on the athletics track.
- 4.4.12 Where possible, all hurdles work is limited to lanes 5-8 and should be done in the usual (anti-clockwise) direction. There are start lines and hurdle markings on the back straight and the green strip.
- 4.4.13 All block start work should be done in the usual (anti-clockwise) direction. Ideally block starts should not be done from the finish line. There are lines at 50m, 60m, 70m, 80m, 90m, 100m on the front straight.
- 4.4.14 Where it is necessary to run in the reverse direction on the front or back straight (e.g. turn-around drills) ensure these lanes are free of other athletes. Coaches and athletes **MUST** carefully monitor other users.
- 4.4.15 Users of the long jump pit should rake the pit (to level) at the end of their session. For safety, rakes should be stored on the grass with spikes facing down.
- 4.4.16 Users of the high jump facility **MUST** collect and dispose their marker tape at the end of their session.
- 4.4.17 Users of equipment, provided free for use by UQ Sport, must respect the equipment, report any damage and return equipment to UQ staff at the end of their session.
- 4.4.18 When Rugby training occurs at the same time as athletics training, athletes must not cross diagonally through the rugby field.
- 4.4.19 As per the Code, good communication, courtesy and respect of your colleagues will assist in preventing misunderstandings. Operating and training in a safe manner should be a major priority of all coaches and athletes using the Centre.

5. Social Media Policy

- 5.1 UQ Sport acknowledges the enormous reach of social media as a communications tool and accordingly requires it to be used in a responsible and respectful manner.
- 5.2 All coaches must conduct themselves appropriately when using social media, including when using business and personal social media accounts.
- 5.3 When using social media platforms to share information related to the Centre or the coach's activities at the Centre, or in posting on personal social media the material shared or posted must not contain information which:
 - 5.3.1 has the potential to vilify or negatively affect the image, brand, goodwill, name or reputation of The University of Queensland or UQ Sport;
 - 5.3.2 could be considered offensive, aggressive, defamatory, threatening, discriminatory, obscene, profane, harassing, embarrassing, intimidating, sexually explicit, bullying, hateful, racist, sexist or otherwise inappropriate;
 - 5.3.3 is inaccurate, misleading or fraudulent; or
 - 5.3.4 breaches the privacy or confidentiality of others.



6. Breaches

- 6.1 Any person may report alleged breaches of this Code by a coach to UQ Sport. UQ Sport will treat all reports as confidential.
- 6.2 UQ Sport is not under any obligation to any user of the Centre to investigate or to take action in relation to any or all alleged breaches of this UQ Sport Athletics Centre Code of Conduct that are reported to it.
- 6.3 If a coach breaches its obligations under the UQ Sport Athletics Centre Code of Conduct or the Conditions of Entry, UQ Sport may deal with the breach in any of the following ways:
- 6.3.1 the UQ Sport staff member on duty at the Centre may direct the coach to leave the Centre and the coach must immediately comply with that direction;
 - 6.3.2 issue a 'show cause' notice to the coach, requiring the coach to provide an explanation as to why the coach's right to access the Centre in the future should not be terminated. UQ Sport's notice must specify the conduct complained of as being in breach of the Code and the reasonable time in which the coach must furnish a response (being not less than 14 days). If the coach does not provide a response within the reasonable time specified by UQ Sport, or if the response does not provide an explanation that satisfactorily demonstrates to UQ Sport (acting reasonably) why the coach's right to access the Centre should not be terminated, UQ Sport may by notice:
 - 6.3.2.1 suspend the coach's right to access the Centre for a period of time as specified in the notice; or
 - 6.3.2.2 terminate the coach's right to access the Centre;
 - 6.3.3 speak with the coach about the breach and counsel the coach to ensure that the breach does not recur;
 - 6.3.4 issue a written warning to the coach;
 - 6.3.5 refer the relevant parties to mediation;
 - 6.3.6 require the coach to be supervised while at the Centre; or
 - 6.3.7 if the breach is sufficiently serious such that it places any person in danger, constitutes a breach of relevant laws or otherwise constitutes serious misconduct, immediately by notice to the coach terminate the coach's right to access the Centre.
- 6.4 UQ Sport will act reasonably and fairly when exercising its discretion under this clause 6;
- 6.5 UQ Sport may impose reasonable conditions on a coach's continued right to access the Centre, if UQ Sport elects not to terminate the coach's access rights.



- 6.6 If a coach is not satisfied with a decision of UQ Sport, the coach may refer the matter to an adjudicator, who will be a representative from The University of Queensland Internal Investigations Unit (the “**Independent Party**”), to determine whether the coach should be permitted to enter the Centre and whether such access should be on conditions. Both UQ Sport and the coach may make submissions to the Independent Party and must promptly supply to the Independent Party any information, assistance and co-operation requested in writing by the Independent Party. All correspondence between the Independent Party and a party must be copied to the other parties. The Independent Party must act as an expert, not as an arbitrator, and in the absence of manifest error the Independent Party’s decision will be final and binding on both UQ Sport and the coach.
- 6.7 UQ Sport will not be liable to the coach and the coach may not bring a claim against UQ Sport for any loss of profits, loss of business opportunity, loss of goodwill, damages, costs, expenses or any other loss, cost or damage as a result of UQ Sport exercising its rights under this Code. The coach indemnifies UQ Sport and agrees to keep UQ Sport indemnified if any claim is brought in breach of this provision.

7. Amending Code

UQ Sport may review and amend the UQ Sport Athletics Centre Code of Conduct from time to time. UQ Sport will communicate any amendments to the UQ Sport Athletics Centre Code of Conduct by email at least 14 days prior to the changes taking effect. If a coach does not agree to be bound by the amended UQ Sport Athletics Centre Code of Conduct, the coach may give a notice to UQ Sport to that effect and the coach’s right to access the Centre will terminate on the date that the changes to the UQ Sport Athletics Centre Code of Conduct take effect. If the coach continues to access the Centre after the date that the changes to the UQ Sport Athletics Centre Code of Conduct take effect, the coach will be deemed to accept the changes to the Code and be bound by them.