



Auckland Diving Community Trust (ADCT) Code of Conduct

1. Purpose

Auckland Diving Community Trust (ADCT) is committed to providing a safe, inclusive and enjoyable environment for everyone involved in its activities.

Everyone involved in Auckland Diving is here because of a shared passion for diving and care for the people involved. Everyone is expected to do their part responsibly and comply with ADCT's policies and rules.

This Code sets out the behaviour expected of all participants and supports ADCT's commitment to safety, wellbeing, and positive programme delivery.

2. Application

This Code applies to anyone involved in ADCT activities, including:

- participants (divers)
- parents and whānau
- coaches and instructors
- staff and contractors
- volunteers
- trustees and board members
- supporters and spectators

This Code applies to conduct occurring in connection with ADCT programmes, activities, events, travel, communications and online environments. This includes communications and behaviour on social media platforms, messaging applications and online forums where the conduct relates to ADCT, its participants, members, personnel, activities or reputation. This Code does not generally regulate an individual's private or unrelated online activity. However, conduct occurring outside ADCT activities may fall within this Code where it has a direct and material connection to ADCT, including where it adversely affects the safety or wellbeing of a participant, constitutes harassment, bullying, discrimination or abuse, or materially undermines trust in an ADCT role.

3. Values and Safeguarding

ADCT aims to provide a safe, inclusive and positive environment for all participants.

Children and young people must be cared for, treated with respect, and their welfare placed at the centre of everything we do.

ADCT recognises Te Tiriti o Waitangi and is committed to upholding the principles of Partnership, Protection, and Participation.

4. Expected Behaviour – Everyone

Everyone is expected to:

- respect the rights, dignity and value of others
- be fair, considerate and honest in all dealings
- behave professionally, responsibly and ethically at all times
- accept responsibility for their actions
- be a positive role model
- ensure safe and healthy practices at all times
- comply with ADCT policies and procedures
- not engage in any form of bullying, harassment, discrimination, abuse, or victimisation
- not act in any way that may bring ADCT or the sport of diving into disrepute
- follow this Code and all ADCT policies and procedures
- report breaches of this Code or other policies in a timely manner through the ADCT Complaints Policy

5. Expected Behaviour – Participants (Divers)

Participants are expected to:

- behave respectfully towards coaches, staff, and other participants
- follow coaching instructions and safety guidance
- use equipment and facilities appropriately
- approach training and competition with a positive attitude
- conduct themselves in a sporting manner and respect fellow participants, coaches, and officials



- accept both success and disappointment with respect

Participants must:

- train and participate free from the influence of alcohol and drugs
- refrain from using nicotine products, including vaping and tobacco, during training, competition, or any ADCT-related activity

6. Expected Behaviour – Parents and Whānau

Parents and whānau are expected to:

- support the enjoyment and wellbeing of participants
- encourage participation in a positive and constructive way
- focus on effort and development rather than outcomes
- communicate respectfully with coaches, staff, and volunteers
- respect decisions made by coaches and officials
- raise concerns through appropriate ADCT channels and ensure their children or dependants adhere to safety protocols, including reporting any unsafe behaviour or conditions
- never behave in a way that is abusive, intimidating, or undermining

7. Expected Behaviour – Coaches, Staff, and Volunteers

Coaches, staff, and volunteers are expected to:

- lead by example
- respect and treat all participants fairly and equally
- support participants to reach their full potential, taking into account individual development and goals
- provide a safe and appropriate environment for all participants
- maintain appropriate professional boundaries
- communicate clearly and respectfully
- demonstrate high standards of integrity, behaviour, and professionalism
- promote a sporting environment free from drugs, alcohol, and nicotine use
- be alert to and respond appropriately to any concerns relating to participant wellbeing or safety
- ensure equipment, training practices, and environments are appropriate to the age, ability, and experience of participants

8. Unacceptable Behaviour

Unacceptable behaviour includes, but is not limited to:

- bullying, harassment, or intimidation
- abusive, discriminatory, or offensive behaviour
- aggressive or threatening conduct
- unsafe behaviour or disregard for safety instructions
- inappropriate or harmful use of social media, messaging platforms, or digital communications, including sharing photos or videos without consent and engaging in online harassment
- public or online behaviour that harms the reputation of ADCT or others
- any behaviour that places others at risk or brings ADCT or the sport into disrepute

9. Reporting and Responding to Concerns

All concerns or alleged breaches of this Code must be raised in accordance with the ADCT Complaints Policy.

ADCT encourages concerns to be raised early and resolved where appropriate. Where this is not possible, concerns may be progressed through a formal complaints process.

Matters involving:

- safety risks
- safeguarding concerns
- serious misconduct

must be reported immediately and will be managed under the relevant ADCT policies.

ADCT will respond to concerns in a fair, timely, and proportionate manner, in line with the principles of natural justice.

10. Natural Justice

All individuals involved in a complaint or alleged breach can expect:

- to be informed of the concern, including any supporting evidence



- to have an opportunity to respond
- decisions made without bias or conflict of interest
- a fair and transparent process
- ADCT will document all complaints and investigations and provide written outcomes to all parties involved.

11. Consequences of Breaching This Code

Breaches of this Code may result in suspension, expulsion from ADCT activities, or legal action, depending on the severity of the breach and as outlined in the ADCT Disciplinary Procedure Policy

12. Relationship to Other Policies

This Code operates alongside:

- ADCT Complaints Policy
- ADCT Child Protection Policy
- ADCT Health and Safety Policy
- Diving New Zealand Social Media Policy
- Diving New Zealand Code of Conduct
- ADCT Disciplinary Procedure Policy

These policies work together to ensure a safe and well-managed environment.

13. Review

This Code will be reviewed annually to ensure it remains aligned with best practice, safeguarding expectations, and ADCT's structure and responsibilities.



DOCUMENT MANAGEMENT AND CONTROL

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