

WAIS Safe and Ethical Practice Policy Framework

Owner: Chief Executive Officer

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WESTERN AUSTRALIAN INSTITUTE *of* SPORT

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1. PURPOSE

To provide a policy framework for safe and ethical coaching, scientific and medical practice within WAIS.

2. BACKGROUND

One of the six guiding principles for WAIS is *Athlete Wellbeing and Safety*; this principle commits WAIS to providing a safe and ethical environment in which athletes can pursue sporting excellence.

WAIS recognises that there are unsafe and/or unethical practices available to achieve higher levels of athletic performance. It also recognises that the pursuit of athletic success in the international sporting arena requires an approach that embraces new and emerging knowledge, technology, product and practice.

WAIS also recognises that its staff, contractors and consultants are in significant positions of power and authority in relation to athletes they assist. Therefore, the highest standards of professional and personal integrity must be defined and maintained to ensure this position is not inappropriately used to influence athlete decisions and or actions.

This policy framework has been developed with reference to the AIS Sports Science/Sports Medicine Best Practice Principles of:

1. Staff integrity and capability
2. SSSM policies and position statements
3. Education
4. Detection and enforcement
5. Oversight and reporting

3. POLICY FRAMEWORK

To ensure that WAIS achieves its purpose through safe and ethical practice the following policies are endorsed and monitored.

Policies

- WAIS Staff Code of Conduct*
- WAIS Anti-Doping Policy*
- WAIS Anti-Match Fixing Policy*
- WAIS Sports Medicine, Medication and Injections Policy*
- WAIS Supplements Policy*
- WAIS Research and Innovation Policy*
- WAIS Athlete Protection Policy*WAIS Athlete Mental Health Policy*
- WAIS Athlete Code of Conduct*
- WAIS Staff Performance Excellence Framework

*Zero tolerance policy: the breach of a no tolerance policy may result in suspension or termination of employment.

WAIS has adopted the AIS Genomics Position Statement which can be found at (<https://bjsm.bmj.com/content/51/1/5>)

4. MANAGEMENT AND OVERSIGHT PRINCIPLES

- 4.1** Any breach of a zero tolerance policy listed in this framework that impacts or potentially impacts the provision of a safe and/or ethical athlete training practice or environment is reported to the WAIS Board immediately.
- 4.2** The WAIS Board will oversee staff, contractor and athlete compliance with zero tolerance policies listed in this framework through annual management exception reporting.
- 4.3** The WAIS Board will oversee staff and contractor policy education and knowledge confirmation requirements stated in this framework through annual management exception reporting.
- 4.4** WAIS conditions of contract require compliance by all staff and contractors with the policies listed in this framework.
- 4.5** WAIS coaching and scientific staff position descriptions include requirements for appropriate professional training and experience.
- 4.6** WAIS employment and contractor process includes confirmation of professional qualifications, experience and background checking on previous practice in accordance with safe and ethical practice.
- 4.7** A person offered a contract at WAIS must sign an anti-doping statutory declaration prior to confirmation of their employment.
- 4.8** All WAIS staff induction includes appropriate education of all policy within this framework.
- 4.9** All WAIS staff and contractors are provided at least biennial education of all policies listed in this framework.
- 4.10** All staff and contractors are required to confirm their understanding of all zero tolerance policies within this framework on an annual basis and all other policies on a biennial basis.

5. RESPONSIBILITIES TO THIS POLICY

- 5.1** The WAIS Board is responsible for monitoring compliance with this framework.
- 5.2** The CEO is responsible for policy reporting requirements to the WAIS Board.
- 5.3** The Performance Team Directors are responsible for ensuring all staff and contractor education and understanding of policy (excluding staff code of conduct) is completed.
- 5.4** The Human Resource and Administration Manager is responsible for ensuring staff education of the staff code of conduct is completed.

6. SAFE AND ETHICAL POLICY EDUCATION STATEMENT

The Western Australian Institute of Sport (WAIS) provides all employees and contractors with formal induction in and continuing education of all WAIS Zero Tolerance Policies.

6.1 POLICY EDUCATION STANDARDS

- 6.1.1 All newly appointed core employees will be required to read in full, and complete induction of the WAIS Zero Tolerance Policies within one week of commencement of employment through the WAIS online induction system, I- Induct.
- 6.1.2 All consultants and casuals will be required to complete the Safe and Ethical Practice Framework education component of WAIS induction system, I-Induct, and read these policies in full within one week of commencement of their agreement with WAIS.
- 6.1.3 All students placed at WAIS for a period of longer than 6 weeks will be required to complete the Safe and Ethical Practice Framework education component of WAIS induction system, I-Induct, and read these policies in full within one week of commencement of their agreement with WAIS
- 6.1.4 All WAIS staff and contractors will be provided with biennial education on the Safe and Ethical Practice Policy Framework and Zero Tolerance Policies.
- 6.1.5 All WAIS staff, casuals, students and consultants will be required to read in full, and participate in a compliance update of the WAIS Zero Tolerance Policies annually.

6.2 RESPONSIBILITY OF THE LINE MANAGER

Performance Team Directors must:

- 6.2.1 Provide induction to the Zero Tolerance Policies and the impact of these relevant to the position to their newly appointed staff within the first week of commencement as part of their induction.

6.3 RESPONSIBILITY OF THE EMPLOYEE, CONSULTANT OR STUDENT

Employees, contractors & students must:

- 6.3.1 Complete Induction of the WAIS Zero Tolerance Policies and within one week of their commencement date.
- 6.3.2 Read in full, and participate in a compliance update of the WAIS Zero Tolerance Policies annually

6.4 RESPONSIBILITY OF THE HUMAN RESOURCES AND ADMINISTRATION MANAGER

- 6.4.1 Facilitate the induction of the WAIS Zero Tolerance Policies for new employees and consultants.
- 6.4.2 Facilitate the annual compliance update of the WAIS Zero Tolerance Policies for all employees
- 6.4.3 Facilitate the biennial education on the Safe and Ethical Practice Policy Framework and Zero Tolerance Policies.