Capital City Track Club Code of Conduct Policy

Capital City Track Club (CCTC) is committed to fostering an environment of respect, integrity, safety, and sportsmanship. All members of the CCTC community—including coaches, athletes, and parents—are expected to uphold the following standards of conduct. These codes serve as the foundation for maintaining a positive, productive, and supportive athletic environment.

I. Athletes' Code of Conduct

1. Arrive on time to all practices, competitions, and team activities.
2. Come prepared with proper footwear, attire, and weather-appropriate clothing.
3. Maintain mental readiness, focus, and a positive attitude during training and competition.
4. Hydrate, eat nutritiously, and get adequate sleep prior to practices and meets.
5. Follow all USATF rules, regulations, and policies.
6. Demonstrate safe behavior during all practices and events.
7. Communicate respectfully and constructively with coaches, teammates, parents, and officials.
8. Support fellow CCTC athletes positively during practices and competitions.
9. Do not engage in gossip, slander, or negative commentary about others.
10. Show respect toward coaches, teammates, officials, opponents, and all individuals present.
11. Leave practice and competition areas cleaner than they were upon arrival.
12. Maintain strong academic performance and responsible study habits.
13. Do not smoke, drink alcohol, use illegal drugs, or take USATF-banned substances.
14. Wear the team uniform neatly and properly at competitions and follow host-facility dress codes when not in uniform.
15. Refrain from foul or inappropriate language.
16. Demonstrate honesty, good character, and enjoyment in all CCTC activities.
17. Malicious physical contact outside the realm of sportsmanship is strictly prohibited, and may result in disciplinary actions such as suspension or removal from the team.

ll. Parents' Code of Conduct

1. Ensure athletes arrive on time to practices, competitions, and team activities.
2. Allow sufficient time to remain at competitions to support all CCTC athletes.
3. Provide water, nutritious food, and a quiet place for athletes to rest before and after activities.
4. Communicate openly, respectfully, and constructively with coaches, athletes, officials, and other parents.
5. Do not engage in gossip or slander about athletes, coaches, officials, or other parents.
6. Show respect toward CCTC coaching staff, athletes, officials, opponents, and spectators.
7. Schedule an appointment with the coach and/or Athletic Director to address concerns; do not demand immediate discussion at practices or competitions.
8. Leave practice and competition areas cleaner than they were upon arrival.
9. Do not smoke or bring alcoholic beverages to practices, meets, or CCTC-sponsored events.
10. Prohibit foul or inappropriate language; model honesty, positivity, and enjoyment while supporting the CCTC community.
11. Malicious physical contact outside the realm of sportsmanship is strictly prohibited, and may result in disciplinary actions such as suspension or removal from the team activities.
12. Parents and guardians shall not enter the field of play, practice areas, or any restricted athletic zones during training sessions or competitions. These areas are reserved exclusively for athletes, coaches, and authorized personnel to ensure safety, focus, and proper instruction.
13. Appropriate Timing for Conversations with Coaches
    a. Parents wishing to discuss concerns, questions, or issues with a coach must request a conversation at an appropriate time.
    b. Discussions shall not occur during practice, warm-ups, competitions, or immediately following an event when coaches are actively supervising athletes.
    c. Parents shall request a scheduled meeting with the coach and/or Athletic Director to ensure a productive, private, and respectful conversation.
14. Respect for Coaching Authority
    a. Parents shall respect the professional responsibilities of the coaching staff and shall not attempt to provide instruction, correction, or direction to athletes during practices or competitions.

Parent/Athlete Code of Conduct Acknowledgment

I, as the parent/guardian, acknowledge that I have received, read, and understand the **Capital City Track Club Parents' Code of Conduct**. I agree to uphold all expectations outlined in the policy and understand that failure to comply may result in limitations on my participation at practices, competitions, or CCTC-sponsored events.

Furthermore, **I confirm that I have reviewed the Capital City Track Club Athletes' Code of Conduct with my student-athlete, and that they understand and agree to follow all expectations, rules, and responsibilities.** I understand that failure by my athlete to comply may result in disciplinary action, including suspension or removal from the team.

By signing below, I affirm our commitment to supporting and representing CCTC with respect, sportsmanship, effort, and integrity.

Parent/Guardian Name (Print): _____

Athlete Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

Capital City Track Club Incident Reporting Policy

Capital City Track Club (CCTC) is committed to maintaining a safe, respectful, and supportive environment for all athletes, coaches, parents, and spectators. The following procedures govern the reporting and handling of incidents:

1. Reporting an Incident

When a coach or parent observes a violation of CCTC policies or witnesses conduct they believe to be inappropriate or concerning, they shall report the matter promptly to the Head Coach or Athletic Director. In the absence of the Head Coach or Athletic Director a designated CCTC Parent liaison or board of directors representative will be appointed to document the matter. The Board can be contacted via email: capitalcityboardct@gmail.com

2. Investigation Process

Upon receiving a report, the Head Coach or Athletic Director will conduct an investigation. This may include speaking with the athlete involved, the athlete's parents or guardians, witnesses, coaches, and any other relevant parties.

3. Progressive Warnings

If the investigation confirms that a violation occurred, the individual will receive a verbal warning followed by a written warning. These warnings will outline the nature of the infraction and expectations for future conduct.

4. Documentation

All incidents, warnings, and outcomes will be documented and maintained in the team's official records.

5. Confidentiality

To respect the privacy of the individuals involved, the Head Coach will not publicize incident details to other coaches, parents, or team members unless necessary for safety or required by policy.

6. Disciplinary Action

Depending on the severity of the infraction, the individual may be suspended from practices and/or competitions or permanently dismissed from the club.

Capital City Track Club Disciplinary Rules

The following disciplinary rules apply to all athletes, coaches, assistant coaches, managers, parents, and spectators participating in or attending CCTC or USATF-sanctioned activities:

1. Authority to Suspend

Only USA Track & Field (USATF) and/or Capital City Track Club have the authority to suspend an individual from participation for conduct deemed detrimental to the team, its members, or its activities.

2. Fighting

Individuals found guilty of fighting before, during, or after a meet shall receive a suspension of no fewer than two meets and may be suspended for up to one year, depending on the severity of the incident.

3. Physical Contact

Individuals guilty of pushing, striking, or physically assaulting any person shall be suspended from competitions held by USATF and/or CCTC. This includes, but is not limited to, the Connecticut State Youth Championships, Regional Championships, and National Championships.