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. Coaches' Code of Conduct

1. Treat all athletes with dignity and respect, supporting their physical, emotional, and personal development.
2. Maintain positive, open communication with athletes, parents, fellow coaches, and officials.
3. Administer corrective action only within the athletic context and in a tactful, non-derogatory manner.
4. Adhere to all USA Track & Field (USATF) rules and regulations.
5. Demonstrate and enforce safe practices during all training sessions and events.
6. Model respect and ethical conduct in interactions with officials, coaches, opponents, volunteers, and spectators.
7. Exhibit self-control during disagreements or emotionally charged situations.
8. Refrain from criticizing other coaches, officials, or athletes.
9. Leave all practice and competition areas cleaner than they were upon arrival.
10. Pursue ongoing professional development to enhance coaching skills.
11. Do not smoke or bring alcoholic beverages to practices, meets, or CCTC-sponsored events.
12. Prohibit foul or inappropriate language; model honesty, positivity, and enjoyment in all coaching activities.
13. 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.

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.

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.

Coach Code of Conduct Acknowledgment

I, as the coach, acknowledge that I have received, read, and understand the Capital City Track Club Coaches' Code of Conduct. I agree to uphold all expectations, standards, and responsibilities outlined in the policy and understand that failure to comply may result in disciplinary action, including suspension or removal from coaching duties.

By signing below, I affirm my commitment to modeling professionalism, integrity, safety, and respect in all CCTC activities.

Coach Name (Print): _____

Coach Signature: _____

Date: _____