

Judges Code of Conduct and Code of Ethics

The aim of the Judge's Code of Ethics is to promote high standards of professional conduct.

The Code's application, with prescribed rules of conduct, pertains to professional relationships and problems relevant to the sport baton twirling. Compliance is compulsory. All members must agree to abide by all rules of CBTF.

1. All judges, above all, agree to abide by the policies, rules and regulations, Constitution and Bylaws of the CBTF. Judges must accept both the letter and the spirit of the rules that define and govern the sport.
2. All judges shall make every effort to know and understand all existing rules and shall have a personal commitment to keep updated on approved rule and policy changes.
3. All judges shall not make false claims concerning their own achievements or credentials.
4. Judges/coaches communications shall always have the athlete's best interests as the prime concern and judges shall always reflect a positive attitude toward coaches' questions.
5. Judges shall be prepared to participate in critiques as organized by event directors as requested by coaches.

Members of CBTF who violate the CBTF Code of Conduct/Code of Ethics may be subject to penalties.

General Aim of Professional Conduct

PROFESSIONAL CONDUCT SHALL BE DEFINED AS:

- Positive role models for CBTF athletes, coaches, parents and members.
- No disgrace shall be brought upon themselves or upon the judging profession
- There shall be harmony, respect and mutual cooperation in all professional relationships

CONDUCT STANDARDS PERTAINING TO ATHLETES

Character Development of Athlete – The Judge should make every effort to encourage good sportsmanship. All forms of interaction (written, verbal, or demonstrative) should be positive and thereby aim to bolster an athlete's self-esteem.

Objectivity – Each and every athlete must be judged impartially and openly - with consideration being given to material, technique and ability within style.

Courtesy – The judge is encouraged to act in a courteous and professional manner.

Confidentiality – The judge is obligated to keep an athlete's information confidential.

Disqualification from Judging an Athlete – A judge may disqualify herself/himself from judging a particular athlete. Such disqualification must take place prior to the start of a division or preferably prior to the beginning of the day's competition. CBTF has a Conflict of Interest Policy that is described in the corresponding [Technical Reference Manual](#)

[section](#) [1].

It is unethical to refuse to judge a division that appears to be difficult to decide placement. It is unethical to refuse to judge a division in which a negative reaction is conceivable.

CONDUCT STANDARDS PERTAINING TO CBTF

Policies – Through the Provincial Judges Representative and the National Judges Representative, judges shall be given opportunity for maximum input in the formulation and revision of CBTF rules that pertain to judging policies and procedures.

Merit – Each judge should recognize and appreciate the contributions and accomplishments of professional peers. This will generate a positive, friendly atmosphere.

Interference – No one may interfere with the judging duties of a contracted judge.

Confidentiality – All personal and professional information deemed confidential should remain undisclosed.

Conflict Management – During conflict and disagreements, interaction among judges should display professional dignity and mutual respect in resolving these issues.

Complaint Procedure – When a judge disagrees with another certified judge, these recommendations should be employed:

- Discuss the issue directly with the person with whom the disagreement is.
- If the issue remains unresolved after discussion, contact the provincial executive and then the CBTF Board of Directors in writing. The complaint should be written concisely and with pertinent information included.

CONDUCT STANDARDS PERTAINING TO EMPLOYMENT

Channels – It is permissible for a judge to send a written resume and availability to provincial associations and competition directors to secure employment.

Contracts – An Official CBTF Judges' Contract must be drawn up prior to the competition in order to clarify, in print, the relationship between the judge and the competition director to outline expectations, eliminating any misunderstandings.

Written or verbal contracts are employment agreements between a judge and a competition director that require immediate response. The reply must accurately reflect the judge's availability and willingness to judge the contracted event.

The contract must be specific regarding name of competition, date(s), time, location, judge's fees (flat rate and overtime if applicable), specific transportation arrangements, lodging, meal arrangements, other agreement requirements as well as any other pertinent information required by either party. The date and times of judge's meeting should also be included in the contract information. Contracts must be signed and dated by both parties. The judge and competition director should both retain a copy. The judge should carry her/his copy to the competition. If you do not receive a contract you should insist on one from competition director. It is important to verify any missing information on the contract PRIOR to the competition.

Judges' Contract Procedure:

1. The competition director will complete the contract, sign it and send it to the judge.
2. The judge fills in appropriate information and signs the document. If any revisions from the contract are required from the judge, these revisions are made and initialled by the judge.
3. The competition director receives the contract and reviews the information. Any revisions that are accepted by the competition director must be initialled.
4. If any revisions are required to the contract after this time, both parties must initial.

Contract Release – Emergency situations requiring release from a contract warrant due notice and immediate notification of competition director. The competition director may request an adequate substitute. Judges who fail to honour a signed contract without acceptable notification may be subject to a penalty/fine. Monetary fines as deemed necessary by the competition director. The Record of Violation must be filled out (available in the CBTF Policy Manual).

In most cases, the Judge and the Competition Director should be able to work out an equitable solution to the problem without the enforcement of a monetary fine. However, if the break of the contract has left the organization in a monetary deficit, then it is the Competition Director's discretion to determine the monetary impacts. The 'fine' is payable to the host organization of the Competition. There is a Violation Sheet in the CBTF Policy Manual which must be filled out should a problem arise.

At the Competition – Check the divisions you are scheduled to judge for any errors. Determine meeting times and breaks. During the judge's meeting review procedures for results, awards, etc. You should also ask about the Judge's Expense Form, these are specific to the Province or organization hosting the competition. Complete and review the form and receive salary payment and other reimbursements before leaving the competition.

Be prepared – Equipment to take to competition: current Technical Association Membership card, Judge's uniform, CBTF Judge's manuals, reference material, stop watch, clipboard, pens and pencils, scratch paper, and master sheets. Note: When judging competitive group events the judge will also need a tape recorder.

Membership/Certification – All judges hired to judge at CBTF sanctioned competitions (exception: Type C Competitions) must be current members of the CBTF and the CBTF Technical Association and must be certified to judge the events assigned to them at that competition. If a CBTF judge judges an event(s) at a CBTF sanctioned competition (exception: Type C Competitions) and is not certified to do so, he/she shall be fined \$100. If this action is repeated, he/she shall be suspended from judging at CBTF competitions.

Wage – The Judges competition fee/payment is based on the guidelines set for judges' fees by CBTF.

CONDUCT STANDARDS IN RELATION TO THE PROFESSION

Pride in the Profession – The judge should have high regard for his/her profession.

Pride in Association Affiliation – Loyalty to CBTF is essential. Each judge shall keep informed of all CBTF rules, regulations and expectations and promulgate (make known) all information accurately.

Self-improvement – Each judge shall make every effort to keep informed of new techniques and evaluation methods.

Professional Improvement – Membership, promotion and active participation is expected of every professional judge.

Decision Making – It is the primary responsibility of the CBTF Judge to render an honest, knowledgeable, unbiased decision, based on that day's competition performance.

Commitment to the Decision – The Judges decisions are final. A judge should always be able to justify the reason(s) for the decision.

A professional attitude must be maintained throughout each competition. Any exaggerated display towards an athlete, parent, acquaintance, former student, etc., could be misunderstood, especially if you judge that athlete later. When a competition ends, a judge should remain as a positive professional image to athletes as well as other observers. Do not underestimate the significance of the image being created.

Credibility as a fair-minded and knowledgeable judge is of great importance.

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[1] <https://www.cbtf.ca/book/judging-conflict-interest-policy>