

Code of Conduct

1. Mission Statement

Hudson River Rowing Association (HRRA) fosters a sense of community by supporting and promoting scholastic and community-based rowing programs; teaches and trains oarsmen and oarswomen without preference to race, creed, religion, color or physical disability; provides equitable means for both recreational and competitive rowing, locally, regionally, nationally and internationally; maintains the natural beauty of the Hudson River and surrounding area; and provides a means for community and charitable involvement in Dutchess County and its surrounding area.

Achieving HRRA's Mission

To achieve HRRA's mission, it is essential that our student and adult athletes train, work, compete, and represent HRRA positively on and off the water. HRRA athletes should also strive to embody the core values outlined in the mission statement above. By modeling these values, HRRA Athletes help to foster a healthy, happy, and fast team.

This Code of Conduct has been prepared to provide policies and guidelines for acceptable behavior for members of HRRA. In addition to these guidelines, all members and families are expected to comply with USRowing rules and regulations, as well as local, state, and federal laws.

HRRA grants the Head Coach broad discretion in choosing and imposing disciplinary actions on athletes or members who violate the Code of Conduct. The Head Coach may consider input from the other coaches, HRRA BOD, other administrators, USRowing referees, and parents when applicable.

2. HRRA Code of Ethics

Members of HRRA are expected to exhibit individual leadership as role models for maintaining the highest standards of ethical practice. This includes but is not limited to:

- a) Respect for the communities where we train and compete.
- b) Integrity in our actions, such as respecting our teammates, coaches, competitors and equipment.
- c) Winning and losing with grace, including refraining from offensive language.
- d) Responsibility for our decisions and their consequences.

We are committed to:

- a) Acting honestly, truthfully and with integrity in all our transactions and dealings.
- b) Avoiding conflicts of interest.
- c) Appropriately handling actual or apparent conflicts of interest in our relationships.
- d) Treating all fairly.
- e) Treating every individual with dignity and respect.
- f) Being a good citizen and complying with both the spirit and the letter of the law.
- g) Acting responsibly toward the communities in which we train and compete. And supporting the communities that we serve.
- h) Being responsible, transparent and accountable for all of our actions; and
- i) Improving the accountability, transparency, ethical conduct and effectiveness of the

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nonprofit field.

To uphold HRRRA's Code of Ethics, it is essential that our student athletes train, work, compete, and represent the club positively on and off the water. HRRRA parents / guardians should also strive to embody the core values outlined in the mission statement above. By modeling these values, parents/ guardians help to foster a healthy, happy, and fast team.

This Code of Conduct has been prepared to provide policies and guidelines for acceptable behavior for members of HRRRA. In addition to these guidelines, all members and families are expected to comply with USRowing rules and regulations, as well as local, state, and federal laws.

HRRRA grants the Head Coach and the Board of Directors (BOD) discretion in choosing and imposing disciplinary actions on athletes or members who violate the Code of Conduct. They may consider input from the coaches, HRRRA BOD, other administrators, USRowing referees, and parents when applicable.

3. The HRRRA Team Culture

The team culture at HRRRA is centered around respect, hard work, and reliability. When the team acts and works with these values in mind, the individuals and the team excel together. When they cease to be a priority, the team suffers and the individual athlete regresses.

- a) **Respect** is defined as due regard for the feelings, wishes, or traditions of others. HRRRA athletes should show respect to their teammates and coaches through their language and behavior within and outside of the boathouse. On race day, respect for competitors should be upheld at all times. This includes but is not limited to creating a safe and competitive environment at the trailer that allows other teams to prepare to race, being on task and efficiently getting to the start line, and congratulating teams at the finish line regardless of the race outcome. Athletes should also show respect to any equipment and facilities used by HRRRA, whether owned, leased, or borrowed.
- b) **Hard work** is essential to success in rowing. All HRRRA athletes should put their best effort forward both physically and mentally at practice every day regardless of the type of workout or the proximity to race day. HRRRA athletes should leave the boathouse after each practice knowing they gave the best effort they could that day. Understand that your best effort may not be the same day to day but be honest about what your best effort looks like. Working hard also means taking recovery seriously by hydrating, stretching and rolling out sore muscles, icing when needed, and being open with coaching staff about atypical pain.
- c) **Reliability** is the main factor that differentiates the fastest junior and masters teams. HRRRA athletes should strive to be reliable in all aspects of the sport including being on time to practice, attending practice regularly, and working consistently from day to day. When you make a commitment, you are not only making it to yourself, you are making it to the team. Your decision to follow up on those commitments also affects the team.

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4. Practice Expectations for Athletes

a) **Promptness:** Athletes will be prepared to begin practice promptly at the specified start time. This includes

- Water bottles are full and available.
- Any clothing or layers needed for practice are available.
- Any prehab exercises prescribed by a physical therapist or recommended by a coach have been completed.

Athletes who are consistently unprepared for practice and by doing so interfere with the success of the team may be subject to disciplinary actions as defined at the end of this document.

b) **Appropriate Attire:** Athletes will wear appropriate attire to every HRRR practice, whether that practice takes place on the HRRR campus or not. Clothing may not contain explicit language or content. All athletes must wear shirts during practice.

c) **Ready to Learn:** When practice starts, athletes should be ready to learn. For some athletes, this means building a routine at the beginning of practice to get into the right mindset. Some athletes prefer to keep a notebook or journal that they write in at the end of each practice. Rereading notes from the previous day can be a good way to prepare. If you had a particularly challenging day, mentally preparing may mean erging or running before practice to clear your head. Before practice begins, get your head in the right space to focus and learn as much as possible.

Be coachable on and off the water. Coach-able athletes advocate for themselves by speaking up and giving visual cues like head nods and hand raises when they hear and understand a comment from a coach or coxswain. They make visible changes and are willing to make mistakes. They ask for help when they don't understand and discuss their progress regularly with the coaching staff.

d) **Attendance:** Coaches expect athletes to attend all practices and arrive on time. The attendance of each individual athlete can have a large impact on the success of the team. If circumstances arise that interfere with attendance, please let your coach know.

Athlete absences may be handled as follows:

1. Each athlete is permitted 5 absences per season.
2. Athletes with more than 5 absences in a single season may be considered a "spare" for regatta line-ups. If the number of HRRR athletes or the regatta schedule do not allow every athlete to race, the "spares" may be removed from race line-ups before athletes with better attendance.
3. Athletes who miss practice during the week of a regatta may be removed from their racing line-up. This will also be taken into consideration for future race line-ups.
4. Special considerations will be made for family emergencies (i.e. death in the family, hospitalization, etc.) on a case-to-case basis. If an athlete believes special considerations should be made for their absence, the athlete should speak to their coach either in person or via email within 2 days of the absence.
5. If there is a chance an athlete will be tardy (i.e. not present and ready to begin practice

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promptly at the appointed start time) the athlete will contact their coach directly prior to the start of practice. Athletes who do not notify their coach prior to the start of practice will be removed from their practice line-up. Repeated tardiness without notice may result in further disciplinary actions including but not limited to removal from a race line-up.

6. If an athlete is tardy without providing notice as stated above, the athlete will spend 1 practice on land.
7. If an athlete is absent without providing notice as stated above, the athlete will spend two practices on land.

5. Expectations of HRRR Parents / Guardians

The safety and well-being of our athletes is of primary importance to the HRRR coaches and staff. HRRR families are expected to share in this responsibility by working cooperatively with coaches and administrators to ensure the safety and well-being of the student athletes in our mutual care. To that end, parents and family members are encouraged to bring any issues to the attention of coaches or, when appropriate, to the HRRR BOD. However, personal verbal attacks are forbidden and may result in appropriate sanctions.

Families must comply with local laws, the regulations, codes, and programs that HRRR has instituted, and USRowing regulations to ensure the safety of our athletes. This includes and is specific to laws concerning substance abuse (alcohol and drugs) as well as illegal performance enhancing substances.

HRRR expects that parents, families, and legal guardians will use common sense and responsibility as designated chaperones during HRRR events as well as at non-HRRR events in which HRRR athletes participate.

6. Drugs, Alcohol, and Illegal Performance Enhancing Substances

The use of drugs, alcohol, or illegal performance-enhancing substances by student athletes prior to, following, or while involved with any HRRR-related event, practice, competition, banquet, while traveling with the team, or during any other HRRR team-related activity is strictly prohibited. This includes the use of alcohol by parents at the parent tent during regattas.

Individuals acting in defiance of this policy will be subject to disciplinary actions as defined at the end of this document

7. Bullying, Harassment, and Hazing Policy

Bullying, harassment, and hazing (collectively referred to as “bullying”) by student athletes, masters athletes, parents, family members, guardians, or friends associated with HRRR (hereby referred to as “the HRRR team”) is strictly prohibited. Bullying is defined as an act that endangers the mental or physical health or safety of an individual, with the intention to cause personal degradation or humiliation, or that damages or may damage, destroy, or remove public or private property for the purpose of initiation in, admission to, or as a condition of continued membership in HRRR, a specific boat, or a team.

Bullying activities include but are not limited to the following:

1. Physical punishment, contact, exercise, or sleep deprivation that causes excessive

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- fatigue and/or physical or psychological shock.
2. Forced or coerced consumption of food, drink, alcohol, tobacco, and/or illegal drugs.
 3. Forced or coerced transportation of individuals.
 4. Public humiliation, ridicule, or indecent exposure of any kind.
 5. Coercing or forcing of illegal acts of any kind.
 6. Coercing or forcing acts that are immoral or unethical.
 7. Blocking an individual's academic, athletic, or personal success.
 8. Interfering with an individual's health.
 9. Personal servitude.
 10. Mental harassment.
 11. Sexual harassment.
 12. Using electronic media (including cell phones, the internet, social media sites, and the athlete group chats) to harass, denigrate, or otherwise comment negatively on an individual, a group of individuals, or a class of individuals.
 13. Deception.
 14. An act of, or threat of, social exclusion.
 15. Conduct that is deliberately detrimental to team morale or cohesiveness.

If a person engages in any of the acts below, he or she shall have committed the act of Bullying:

1. Engaging directly in bullying.
2. Soliciting, encouraging, directing, aiding, or attempting to aid another person in bullying activities.
3. Intentionally, knowingly, or recklessly permitting bullying to occur.
4. Having first-hand knowledge of the planning or execution of an incident or event of bullying and failing to report the incident or event to HRRRA administrators or coaches.
5. Individuals involved in any form of bullying will be held accountable for their actions and will be subject to disciplinary actions as stated at the end of this document.

8. Social Media

No member of HRRRA will use any social media (Facebook, Twitter, Instagram, Snapchat, etc.) as a venue to denigrate, harass, or bully any teammate, competitor, coach, administrator, HRRRA BOD, parent, or other member of the HRRRA family. See the section above for a detailed definition of bullying.

No member of HRRRA will use any social media to post content which negatively reflects on an individual's or group's race, religion, ethnic origin, sexual orientation, or gender identity. Information placed on social networking sites may become available to coaches, parents, family, administrators, college admissions offices, or future employers. The image you present on the internet must reflect the values stated in this Code of Conduct as well as the values of inclusion, respect, and civility.

Inappropriate postings on any social networking site may result in any disciplinary actions as stated at the end of this document.

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9. Regattas and Travel

Participation in regattas is an earned privilege. While at regattas, members of HRRA are expected to conduct themselves with proper decorum, to act courteously, and to use good judgement. Each member must accept responsibility of their own actions and actively encourage their teammates to do the same. The actions of the individual reflect on the entire HRRA organization.

While at regattas, the following expectations are to be upheld by the individual and insisted upon by the team:

- a) Appropriate HRRA uniforms are to be worn while at the regatta venue. Appropriate uniforms include the HRRA unisuit pulled all the way up. Unisuit straps must stay on until the athlete leaves the regatta.
- b) Members of HRRA are expected to observe all USRowing rules and regulations.
- c) Race officials, regatta volunteers, coaches, and members of other rowing programs will be treated with respect and courtesy at all times.
- d) Crews must be on time for their events, including arrival time at the trailer, pre-scheduled weigh-ins, boat preparation, or other pre-race activities. It is the responsibility of the individual members of the crew to assure that all race requirements have been met.
- e) It is up to the individual members of the crew to assure their boat is properly rigged and ready to race.
- f) Crews, with proper instruction from the coaches, are expected to de-rig each boat they race in and load all equipment onto the boat trailer in preparation for the return trip to the boathouse. Any equipment not stored or secured properly in the trailer or left at the venue is the responsibility of all the athletes who used that equipment.
- g) All members of the HRRA team (athletes, parents, family members, and legal guardians) will act in a sportsman-like manner. Sportsman-like conduct includes but is not limited to the following scenarios:
 1. The outcome of regattas and rulings of race officials will be accepted graciously.
 2. Protests, if required, will be coordinated between the crew, their coach, and the Head Coach as appropriate. (NOTE: Parents, guardians, family members, and friends are not permitted to participate in the protest process of any regatta event in which an HRRA boat participates.)
 3. Athletes, parents, guardians, and family members will speak about and to other teams with respect regardless of race results, the actions of other teams, and any other factors.
- h) When traveling to and from regattas, athletes are expected to conduct themselves with proper decorum, to act courteously, and to use good judgement. While at overnight accommodations, athletes will follow the direction and instruction of their coaches.

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10. HRRR Equipment & Facilities

The use of HRRR equipment and the HRRR facilities is a privilege, not a right. Each member of the HRRR team recognizes that the success of the team is dependent on well maintained, properly functioning equipment. The following expectations must be upheld by all individuals on the HRRR team and enforced not only by the coaches, but by the athletes as well:

- a) Treat all equipment with care.
- b) All malfunctions recognized by HRRR athletes while on the water should be reported to a coach immediately upon returning to the boathouse and before the end of practice. Repairs can be made quickly when coaches are informed in a timely manner.
- c) Any minor repairs (re-attaching a shoe or footboard, tightening bolts, replacing spacers, etc.) should be done by the athletes before getting on the water. Athletes should feel free to seek guidance from any HRRR coaches if they are unsure how to make these repairs.
- d) HRRR equipment including but not limited to boats, oars, cox boxes, and speed coaches are not to be removed from HRRR grounds without express permission from a coach.
- e) Any equipment that is willfully or negligently damaged or lost will be paid for by the individual(s) responsible.
- f) Any property owned or leased by HRRR that is willfully or negligently damaged will be paid for or repaired by the individual(s) responsible.

11. Reporting Violations of the Code of Conduct

Any athlete, parent, guardian, family member, or friend may file a grievance or report any violations of the HRRR Code of Conduct through the process stated below. The rights of the individual reporting a violation must be respected. All information shall be kept confidential to the extent reasonably possible to handle the issue in question. If witnesses are to be interviewed, they will be informed of the confidential nature of the issue and instructed not to discuss the matter with others. Such discussion would also be considered a breach of the HRRR Code of Conduct.

How to Report a Violation

- a) **Contact a Coach** – An athlete's coach should be the first point of contact. The coach may choose to resolve the issue or escalate it to the next level of action.
- b) **Contact the Head Coach** – The Head Coach may be approached directly or through another member of the staff. The Head Coach may choose to resolve the issue directly, work with another coach to resolve the issue, or raise the issue to the next level of action.
- c) **Contact the HRRR BOD** – The Board is the highest level of review for any infractions of the HRRR Code of Conduct or grievances that cannot be resolved through direct contact with a coach. The board, working with the Head Coach when appropriate, may ask for additional information and interview athletes, parents, or any HRRR staff members in trying to resolve the issue.
- d) **Contact the Appropriate Legal Authorities** – If a law is broken, it is the right of the coaches and staff to reach out to the appropriate legal authorities. The disciplinary actions of the local authorities will be placed in addition to any disciplinary actions agreed to by the board, coaches, and staff.

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12. Disciplinary Actions

Student athletes and members of HRRRA who fail to adhere to the Code of Conduct will be subject to disciplinary actions. If required, a coach, the Head Coach, or the HRRRA BOD may request an ad hoc Disciplinary Board to review an infraction of the Code of Conduct or a disciplinary ruling. The Disciplinary Board shall at a minimum include the Head Coach and one member of the HRRRA BOD. Additional members may be asked to serve on the Disciplinary Board as required. If called, the Disciplinary Board must report its findings in writing to the HRRRA BOD.

Depending on the severity of the violation, disciplinary actions may include, but are not limited to:

- a. A verbal or written warning of the offense.
- b. Discussion of the infraction with the offender and parent/guardian.
- c. Temporary suspension from the HRRRA team.
- d. Temporary or permanent loss of eligibility to participate in practices and/or regattas.
- e. Dismissal from the HRRRA team without refund.
- f. Reporting to local, state, or federal authorities when appropriate.
- g. For offenses relating to drugs, alcohol, and illegal performance enhancing substances, required chemical dependency assessment and/or treatment program.

Retaliation

Individuals who become aware of a violation to the HRRRA Code of Conduct are encouraged to report that matter to the HRRRA coaches or staff. It is a violation of the HRRRA Code of Conduct to engage in retaliation for such reporting.

Wrongful Accusation

Any individual accused of violating the HRRRA Code of Conduct has the right to challenge that accusation by following the same procedures listed above to appeal the accusation to their coach, the Head Coach or the HRRRA BOD. No individual shall be considered in violation of the HRRRA Code of Conduct without due process.