

THE CONNAUGHT CLUB CODE OF CONDUCT

November 2021

Introduction

It is the responsibility of Members, and everyone involved with The Connaught Club to help ensure that it remains a safe place, free from discrimination, fear and where possible, risk. An important component of maintaining a quality Club culture is to set standards of acceptable behaviour which must be upheld by all involved and those participating in Club run activities and competitions. The Connaught Club Code of Conduct supports the Club Rules, Bye-Laws and Policies by documenting, defining and communicating acceptable standards of behaviour. The Code of Conduct applies to all involved in Connaught Club activities including:

- Members and visitors
- Club staff, coaches and volunteers
- Parents and carers

All members of staff, coaches, volunteers, Club Members and visitors agree to:

- Be always courteous and respectful to others and display high standards of conduct and behaviour.
- Treat everyone equally within the context of their sport and respect the rights, dignity and worth of every person, regardless of age, ability, gender, race, ethnicity, religious or political beliefs, sexuality or social / economic status.
- Value and celebrate diversity and make all reasonable efforts to meet individual needs.
- Not condone, or allow to go unchallenged, any form of discrimination if witnessed.
- Prioritise the well-being of children and adults at risk at all times.
- Be a positive role model and act with integrity, even when no one is looking.
- Help to create a safe and inclusive environment both on and off court/rink and promote fair play.
- Encourage all participants to learn the rules for the relevant sport and play within them, respecting the decisions of match officials.
- Not smoke, drink or use banned substances while actively coaching or working with young people in the Club.
- Not allow any rough or dangerous behaviour, bullying or the use of bad or inappropriate language.
- Not use any sanctions that humiliate or harm a child or adult at risk.
- Have the relevant consent from parents / carers, children and adults before taking or using photos and videos.
- Report all concerns and any allegations of abuse or safeguarding to the Club's Welfare Officer or in their absence to the Club President. If someone is in immediate danger, call the Police (999).
- Adhere to the Club's Rules, Bye-Laws, Code of Conduct and Policies and procedures.

All staff, coaches and volunteers agree to:

- Ensure roles and responsibilities are clearly outlined and everyone has the required information and training.

- Keep clear boundaries between professional and personal life, including on social media.
- Follow and comply with the Club's Safeguarding Policy and Whistleblowing Policy.
- Refrain from making physical contact with children or adults unless it is necessary as part of an emergency or congratulatory (e.g., handshake / high five).
- Avoid being alone with a child or adult at risk unless there are exceptional circumstances.
- Refrain from transporting children or adults at risk, unless this is required as part of Club activity (e.g., away match) and there is another adult in the vehicle.
- Not abuse, neglect, harm or discriminate against anyone; or act in a way that may be interpreted as such.
- Not have a relationship with anyone under age 18 (eighteen) who they are coaching or responsible for.
- Be acutely aware of the power that coaches, and coaching assistants, develop over players in the coaching relationship and avoid any intimacy (sexual or otherwise) with players.

All children (under age 18) agree to:

- Be friendly, supportive and welcoming to other children and adults.
- Play fairly and honestly.
- Respect Club staff, volunteers and officials and respect their decisions.
- Behave, respect and listen to your coach.
- Take care of your equipment and Club property.
- Respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, culture, religion or sexual identity.
- Not use bad, inappropriate or racist language including on social media.
- Not bully, intimidate or harass anyone, including on social media.
- Not smoke, drink alcohol, use or take drugs of any kind on Club premises or whilst representing the Club at competitions or events.
- Talk to the Club Welfare Officer, Steve Francis.¹ about any concerns or worries they have about themselves or others.

All parents and carers agree to:

- Positively support their child and show an interest in their sport.
- Use appropriate language at all times.
- Be realistic and supportive.
- Recognise good performance and not just match results.
- Never ridicule or admonish a child for making a mistake or losing a match.
- Treat all children, adults, volunteers, coaches, officials and members of staff with respect.
- Behave responsibly at the venue: do not embarrass your child.
- Accept the official's decisions and do not go on court or interfere with matches.
- Encourage your child to play by the rules and teach them that they can only do their best.
- Deliver and collect your child punctually from the Club.
- If your child is under 13 (thirteen) years old, accompany and supervise your child whilst at the Club and outside of any Club sessions, such as coaching lessons, organised groups or tennis camps.
- Ensure that your child has appropriate clothing for the weather conditions.

¹ See Club Noticeboard for Welfare Officer name and contact details
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- Ensure that your child understands their Code of Conduct.
- Adhere to the Club's Rules, Bye-Laws, Code of Conduct and Policies and procedures.
- Provide emergency contact details and any relevant information about your child including medical history.

Code of Conduct - Acceptable Standards and Breaches

The Club will also have regard to the following when considering whether standards of behaviour are acceptable:

- The Club's Rules, Bye-Laws, Sports Section Rules and playing etiquettes.
- The Rules, Regulations and Codes of Conduct of the governing bodies for the relevant sport i.e., the Lawn Tennis Association, England Squash and Bowls England.
- The relevant Club Policies and Procedures, including but not limited to Data Protection/Privacy Policy, Equality and Diversity Policy, Safeguarding Policy and Whistleblowing Policy.
- The applicable laws, regulations and guidelines where relevant e.g., health and safety, data protection, fire and smoke, equality and safeguarding.
- The role and duties of the relevant individual(s) within the Club. For example, whether they are a Senior Officer, Connaught Management Committee and/or Section Committee Member, Manager, coach or hold any other position of oversight, management or trust within the Club. As the appointees and elected representatives of the membership, such persons are expected to demonstrate the highest standards of conduct themselves, set the tone and lead by example.
- Whether the individual has disclosed any potential or actual conflict of interest e.g., in relation to Club agenda items, contracts for goods and services to the Club, when competing for the Club or officiating at matches and tournaments.

Code of Conduct – Incident Management

Many conduct and sports etiquette incidents that arise during play will be of a minor nature and resolved directly by speaking to the individual(s) concerned, or by contacting the Club Manager and/or the relevant Sports Captain (or in their absence the Vice-Captain) to mediate as appropriate.

Please refer to the Club's Members Complaints and Disciplinary Policy for information on how disputes and complaints about inappropriate conduct by a Club Member, or alleged breaches of the Club's Rules, Bye-laws, Code of Conduct and other Policies are to be reported and managed by the Club.

Connaught Management Committee

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