

## EXETER CITY KORFBALL CLUB (ECKC)

### CODE OF CONDUCT - updated 26/4/2016

The ECKC is committed to everyone having the right to enjoy Korfball in an atmosphere free from threat and intimidation, harassment and abuse. To that end, adherence to the code of conduct (stipulated below) is a condition of membership of ECKC. The Club Code of Conduct, Risk Assessment and Constitution shall be available to all members on the club website.

- 1) All ECKC members must conduct themselves in a way that respects other club members, other teams, match officials and members of SWKA. It is the aim of this Club to promote the highest standards of sportsmanship and fair play and to ensure the 'spirit' of the Club activities is not abused.
- 2) All ECKC members will encourage and value the performance of other members regardless of age, ability, gender, race, ethnicity, religious beliefs sexuality or social/economic status.
- 3) All ECKC members must read the risk assessment and consider their own and the safety and wellbeing of others at all times.
- 4) All ECKC members will follow the rules as laid down by the organisations to which the club is affiliated. No ECKC member will condone any rule violation.
- 5) ECKC members will display a consistently respectful standard of behaviour and should not act in a way (either verbally or physically) that could bring ECKC's name into disrepute.
- 6) In addition - at all times during the course of *any* match, the decisions made by the referee, qualified or unqualified, will remain final. If club members have a complaint regarding the opposition, spectators or the referee *during a match* they should inform the team captain who is the only person permitted to speak to match officials. It is unacceptable for individuals to make comments to officials before, during or after a match or make gestures which imply dissent. Complaints regarding any other aspect of match day activities, including the performance of a referee, will be dealt with by a member of the executive committee.
- 7) All Club members are responsible for ensuring that their spectators are aware of and adhere to this Code of Conduct.
- 8) Where there are alleged breaches in this Code of Conduct, all ECKC members have the responsibility to challenge the breach and ensure that the Chairperson or other available committee members are made aware of what has taken place. It is then the responsibility of the Chairperson to ensure that relevant investigation and action is taken in relation to the alleged breach.

## COMPLAINTS AND DISCIPLINE POLICY

The Club operates a procedure that allows Club members to raise complaints about issues, which might include the following:

- The safety of Club activities
- Poor standards of instruction or leadership
- The standard of equipment used for Club activities
- Poor Club administration
- The lack of suitable activities for their level of participation.

Complaints concerning the Club or its members should initially be addressed in writing to the Club Chair. The Executive Committee will meet within 14 days of a complaint being lodged and will reply the complainant with any decision within 7 days of the meeting. If this does not prove satisfactory, a written complaint should be made the SWKA chair.

If there is an alleged breach of the Code of Conduct the incident will be investigated by the Executive Committee. In such circumstances, the ECKC Executive Committee will hold a special meeting (separate to other core business) to decide the validity of any allegations. If the person the complaint is against is a member of the Executive Committee then they shall not be eligible to take part in the decision making process. In this case, or in order to meet the time constraints surrounding the special meeting, a minimum of four persons are required to hold the special meeting. To make the minimum of the four persons required, the Club Chair will first invite people from the general committee then the whole club. The individual/s concerned and an advocate may attend that meeting, but will not be included in the decision making.

Minutes of the executive committee meeting shall be taken, and made available to only the current executive committee, the complainer(s), and the complainee. The chairman shall pass them on to their successor. If action is taken against the complainee, then these minutes can be used for two years following the initial executive committee meeting as part of any future investigation into further complaints against the same person, including the decision into the level of any sanction. After two years these minutes expire and are not to be used or further passed on.

It is at the discretion of the ECKC Committee what action will be taken (where necessary, in consultation with SWKA) where a proven breach of the Code of Conduct has taken place. The ECKC Executive Committee reserve the right to consider the following options - a verbal warning of conduct, written warning, suspension or termination of membership of the individual/s concerned. A member of the Executive Committee will write to the individual/s concerned within 7 days of the meeting to inform them of the Committee's decision.

The individual/s can appeal the decision, in writing, within 7 days. In the event of an appeal against the decision, the ECKC Executive Committee will request assistance from the SWKA in forming a small review group. This group should normally meet within 14 days of the appeal being received and advise the individual/s concerned of its decision within 28 days of the appeal being received. The decision of this group is final.