

## CARDIFF BOWLS CLUB - CODE OF CONDUCT

The aim of this Code of Conduct is to provide an enjoyable, comfortable, safe and rewarding environment for all people associated with and attending Cardiff Bowls Club. It applies to indoor and outdoor members, their guests, spectators, players from other clubs (visiting the club as opponents in leagues and other competitions) or persons who use the club for private, social and other sporting events.

Members, visitors and guests of the club have a right to:

- Be treated with fairness and respect
- Participate in an environment free from all forms of harassment and discrimination
- Have their privacy and confidentiality protected

### **Summary**

Conduct is a matter of concern to all members – poor or unacceptable conduct has a negative impact and can be harmful to others, disruptive and potentially destructive to the reputation of the club and the sport of both indoor and outdoor bowls.

It is expected that members of and visitors to Cardiff Bowls Club will, at all times:

1. Be friendly, courteous and respectful towards other members, opponents, club officials, umpires, coaches, visitors and staff (paid and volunteers)
2. Respect the laws/rules of the game
3. Refrain from behaviour that would bring the game or the club into disrepute
4. Refrain from offensive or abusive behaviour towards others
5. Refrain from sexist or racist comments or actions
6. Respect the property and facilities of the Club

In the event of a member, visitor, spectator or any patron of the club demonstrating behaviour contravening this Code of Conduct, any response of a similar nature by others who are present at the time of the event (or thereafter), will also be in breach of this Code of Conduct.

The only acceptable response to any incident is to report the matter to the Cardiff Bowls Club Management Committee as a breach of the Code of Conduct.

### **The Code parameters**

Cardiff Bowls Club members, visitors and guests, whilst on the premises (which includes the external grounds and car park), will respect each other and will conduct themselves in a manner that will not cause injury, offence, distress or embarrassment.

Additionally, any Cardiff Bowls Club member, representing the club, must not engage in conduct, which is violent, aggressive, inappropriate or prejudicial to the interests of the club or its members.

For this point a member representing the club is defined as:

1. Any member who is wearing club uniform or any items of uniform that identifies them as a member of Cardiff Bowls Club.
2. Any member who participates in any bowls event at Cardiff Bowls Club, or at another club, or attends such event(s) as a spectator.

Players should always show respect to their teammates and opponents and play the game of bowls to the highest degree of sportsmanship and honesty.

## **Substance abuse**

The effects of intoxication and the regular use of or dependence on alcohol or other drugs are associated with impaired judgement and skills, reduced concentration, erratic behaviour, aggression and violence, absenteeism and increased accidents.

These behaviours and activities may seriously affect player safety and ethical standards within Cardiff Bowls Club. The right of members and patrons of Cardiff Bowls Club to consume alcohol socially is acknowledged, however it is inappropriate to do so excessively, as it places others at risk of harm and brings the club and its ‘family friendly’ environment into disrepute.

Therefore, Cardiff Bowls Club officials and members reserve the right to submit a Code of Conduct breach notice if a member or patron of the club is:

- Affected by alcohol or other drugs to the extent that they endanger their own safety or the safety of any other person
- Under the age of 18 who should not be consuming alcohol
- Refusing to accept any staff or licensee decision to deny the serving of alcohol.

## **Note**

There is strictly **no** drinking of alcohol in any form on the green at any time.

Smoking and vaping are forbidden in all internal areas of the club, and on the outdoor green; there are designated areas for patrons who smoke or vape.

## **Social Media:**

Cardiff Bowls Club members are entitled to make public comment or communicate on any media (including web-based social media, e.g. Facebook, WhatsApp, Twitter)

Club members should not make abusive, coercive or any other statements that may have a negative effect on the safety or well-being of other members, opponents from other clubs, the interests of Cardiff Bowls Club or impact the game of bowls.

## **Mixed Gender Teams**

The Management Committee and team selection committee must carefully consider the inclusion intent of WIB and WLB towards mixed gender teams to ensure that negative gender stereotypes and/or conflicts between genders are not reinforced by the conduct or opinion of players of any gender.

Gender harassment is a form of harassment that is rooted in gender stereotypes and involves unwanted conduct based on a person’s gender, which can be verbal, physical or visual, and can create a hostile environment. It often aims to demean, denigrate or reject someone based on their gender, rather than being explicitly sexual in nature.

This can include verbal insults, offensive jokes, physical intimidation or displaying inappropriate images.

Players will be selected to represent Cardiff Bowls Club in teams or other competitions based upon their declared availability, their skill set and their current performance in the sport.

## **Young Players (Under 18)**

Young players are the future of the sport. Everyone has the responsibility to make it fun.

Young players should:

- Always play fairly – apply our Code of Conduct standards both on and off the rink
- Respect all advice that they are given
- Treat others as they would wish to be treated themselves
- Always report anything which worries them to a responsible adult, e.g. the Club Safeguarding Officer
- Speak out if they consider that they or others are being poorly treated
- Always tell someone if they are leaving a venue or competition

## **Reporting a breach of the Code of Conduct**

Breaches of the Code of Conduct are to be reported to the Management Committee of Cardiff Bowls Club

Any breach of the Code of Conduct will be resolved calmly, with honesty, dignity and with confidentiality given full importance.

Where and when required, the Management Committee or a Disciplinary Committee, appointed by the Management Committee, has the right to investigate, make decisions and enforce fair and appropriate measures to resolve a breach of the Code of Conduct.

On finding that the Code of Conduct has been breached the below structured Disciplinary Procedure will impose a universally applicable sanction on the Code of Conduct offender(s) ranging from:

- Verbal reprimand
- Written reprimand
- Suspension from the club indoor and/or outdoor premises for a set period
- Revocation of indoor and/or outdoor club membership for a set period or for life
- In the case of non-club members, the Management Committee or the appointed Disciplinary Committee may consider a ban from all club premises for a set period or for life.

There will be a single opportunity of recourse to appeal the decision of the Management Committee or Disciplinary Committee available to both the offender(s) and the complainant(s)

A panel of 3 club members, appointed by the Management Committee, will hear an appeal (these persons should not have been involved in the original decision and sanction)

This appeal panel, similarly, has the right to investigate, make decisions and enforce fair and appropriate measures to resolve the appeal. The appeal panel's decision will be final, including any sanction imposed, thereby closing the matter

## **Conflicts of interest and confidentiality**

The Management Committee or members appointed to investigate a complaint must declare any personal interest which would impact their decision making in club matters or their impartiality in matters of conduct.

The Management Committee members must maintain confidentiality of complaint records

The Management Committee or members appointed to investigate a complaint must adhere to legal standards (no application of undue advantage regardless of position in the club)

## **Monitoring and Review**

The Management Committee will conduct an annual review of the Code of Conduct to ensure proper compliance and consider updates.

Members will be informed of any revisions and their responsibilities

## **Adoption and Communication**

The Cardiff Bowls Club Management Committee will discuss this proposal at the next scheduled meeting and, after review and agreement, propose that this Code of Conduct is adopted via a membership vote at the next AGM

Once ratified, all Cardiff Bowls Club members will be made aware of the Code of Conduct document and it will be published on the club website and permanently displayed on the notice board, together with a list of the club officers.

Reference to this Code of Conduct will be included in the following club communications:

1. Indoor Membership application form
2. Outdoor Membership application form
3. Indoor Membership Fees letter
4. Outdoor Membership Fees Letter