



# COMPTON HARRIERS RUNNING CLUB CODE OF CONDUCT & WELFARE POLICY



## Introduction

England Athletics (EA) is the governing body for all branches of athletics in England incorporating cross country, fell and hill, race walking, trail running, road running and track and field. As an EA affiliated club, Compton Harriers Running Club (CHRC) is expected to have in place policies to ensure the well-being and enjoyment of all Members whilst in pursuit of club activities. Many of the welfare policies and codes of conduct outlined by EA do not have any direct relevance to the activities of CHRC, nevertheless CHRC has a duty towards its Members to ensure their safety and enjoyment at all times.

Welfare covers a wide range of issues such as safeguarding young and vulnerable athletes, anti-bullying, equality, poor practice in coaching and disciplinary and grievance matters. It encompasses policies and procedures which set out minimum standards of expectation, such as codes of conduct and procedures for dealing with welfare issues and complaints, so ensuring that all statutory responsibilities are met.

Welfare is essential in contributing towards good practice within the sport, developing performance and ensuring the safety and enjoyment of all those involved with CHRC. To this end, all Club Officers and Committee Members have a responsibility to uphold CHRC welfare policies and procedures, to adhere to good practice and to respond to any reported breaches.

## 1. Harassment & Bullying Policy

CHRC is committed to ensuring a caring and non-discriminatory environment for its Members so they are able to participate in a relaxed and friendly atmosphere. All Members have the right to be treated with respect.

The purpose of this policy is to raise the awareness of CHRC Members to the types of behaviour and actions that may constitute harassment or bullying and also to provide an effective means of resolving any such issues in a timely manner.

In order to determine if an incident of harassment or bullying has taken place, the deciding factor will be whether the behaviour is 'unacceptable' to the recipient, rather than being 'acceptable' to the alleged perpetrator.

Bullying and harassment is defined as the aggressive use of threats, abuse and intimidation by verbal or physical means with the intention of demeaning or hurting another person. Bullying and harassment of any kind results in pain and distress to the victim and is wholly unacceptable.

Examples are:

- Physical: pushing, kicking, hitting, punching or any use of violence
- Racist: racial taunts, graffiti, gestures
- Sexual: unwanted physical contact or sexually abusive comments
- Homophobic: because of, or focussing on the issue of sexuality
- Emotional: being unfriendly, sending hurtful text messages and emails, tormenting (threatening gestures)
- Verbal: name-calling, sarcasm, spreading rumours, continual teasing

CHRC has a responsibility to respond promptly and effectively to all issues of harassment and bullying.

## 2. Disciplinary & Complaints Procedure

- Any Incident or complaint should be reported to a Member of the Committee.
- Reported incidents and complaints will be investigated by the Committee and resolved as quickly as possible.
- Any guilty party will be encouraged to change his/her behaviour. (Informal resolutions of complaints being preferable where appropriate).
- Should this fail, the following process will be initiated:
  - ▶ The Chairman, Secretary and committee Members (Panel) will meet to discuss and agree a resolution.
  - ▶ In the interests of fairness and impartiality none of the Members of The Panel shall have been directly involved in the matter being heard.
  - ▶ The Chairman may appoint co-opted Members, where it has been identified that there is a requirement for a specialist opinion on any issue.
  - ▶ Decisions on any matter will be agreed on the basis of a simple majority.
  - ▶ Affected Members may be warned and put on notice of further action (e.g. temporary or permanent suspension should the incident be repeated or a similar incident occur).
  - ▶ Any Member affected by the outcome has the right to appeal within 14 days, whereupon the Panel will re-sit to consider the appeal within a further 14 days.
  - ▶ The decision of the Appeal Panel is final.
  - ▶ Decisions of Disciplinary Panels, including appeals, shall be recorded and retained in confidential records for a period of time specified by The Panel, which shall not be less than six years. Supporting documentation shall also be retained in the same way.

## 3. Notification to England Athletics

Club affiliation to EA requires that a record of the proceedings and decisions of Club Disciplinary and Appeal Panels, including any sanctions imposed, shall be sent to the Lead Welfare Officer of EA within fourteen calendar days of a Hearing.

## 4. Notification to UK Athletics (UKA), National Association and Other Organisations

Where appropriate and in the absolute discretion of the Chair of a Hearing or Appeal Panel, details of a decision, including sanctions imposed, may be communicated to UKA, a National Association, County Association, Club or other body where it is considered necessary to ensure compliance with a sanction, or for the safety and well-being of those engaged in athletics activity. UKA/EA may determine to publish details on their websites.