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## **Upper Hamble Canoe Club (UHCC) Code of Conduct**

It is the policy of Upper Hamble Canoe Club (UHCC) that all paddlers, volunteers, coaches and parents show respect and understanding for each other and conduct themselves in a way that reflects the principles of the Club. The aim is for all paddlers to improve performance and have fun. Everyone involved in the Club should abide by the Club Rules and Policies.

### **Paddlers**

- Take care of all property belonging to the Club or club members
- Treat other club members with respect at all times — on and off the water — treat other paddlers as you would want to be treated yourself
- Control tempers and avoid behaviour which may inconvenience or upset others
- Co-operate and listen to your coach or club officials.

### **Club Officials, Coaches and Volunteers**

- Consider the well being and safety of paddlers before the development of performance
- Develop an appropriate working relationship with performers, based on mutual trust and respect
- Make sure all activities are appropriate to the age, ability and experience of those taking part
- Display British Canoeing (BC) appropriate, up-dated qualifications and insurance
- Encourage paddlers to value their performance and not just results
- Never condone the use of prohibitive substances

### **Parents/Guardians**

- Help your child to recognise good performance, not just results
- Never force your child to take part in sport
- Never punish or belittle a child for loosing or making mistakes
- Publicly accept official's judgements
- Support your child's involvement and help them to enjoy the sport
- Use correct and proper language at all times

### **Junior Code of Conduct**

All Junior Members are asked to abide by the following rules at all times:

- Co-operate fully, respecting all requests and decisions made by the coaches, helpers officials and administrators.
- Be on time for training sessions and events or inform your coach if you are going to be late

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- Paddlers must control their tempers and avoid behaviour which may inconvenience or upset others
  - Be considerate and respectful to other paddlers and water users - treat other paddlers as you would want to be treated
  - Paddlers must wear suitable kit for paddling as agreed with your coach
  - Take care of all property belonging to the Club or any club member – and be responsible for caring for your own equipment and clothing.
  - Not to leave sessions without the permission of the coach or leader
- Junior members are not allowed to smoke, consume alcohol or drugs of any kind whilst on club premises or representing the club at events
- THE AIM IS FOR ALL PADDLERS TO IMPROVE THEIR SKILLS AND HAVE FUN**

### **UHCC Conduct Procedure**

British Canoeing's 'General Code of Conduct' and the 'Junior Code of Conduct' are established documents that have been developed carefully within the British Canoeing's legal framework of acts associated with adults, children and disability. They are robust documents that can be used as the foundation for positive behaviour within the club. The club should aim to support a greater awareness of these codes and make them central to club activity.

Positive behaviour that supports the codes should be recognised and celebrated. Minor incidents that affect this code should be discussed openly with the individuals concerned.

The key aim would be to develop understanding and awareness in order to support a change of behaviour within the coaching setting. Actions will aim to enhance the coach / pupil relationship within a framework of mutual trust. Event co-ordinator's need to be made aware of any issues in order to develop consistency and communication with all coaches involved ensuring resolution through continued feedback and support.

The Parents / Guardians of children involved will be made aware of areas of concerns and be given feedback on the agreed expectations of behaviour that require support. All paddlers should recognise that individual and group safety is paramount during club events.

As such, club officials and coaches reserve the right to ask participants to leave the water if there is a safety concern. The club will maintain its duty of care until participants are safely off the water. (This will involve safe return to parent custody with all youth paddlers.)

Significant incidents that are perceived to break the 'Codes of Conduct' should be reported to the Chairperson. He/she can then act or ask for support from three committee members to investigate concerns as appropriate. The chairperson should have the option of suspending individuals from club participation during

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investigation. Following the investigation an agreed plan should be instigated / developed with respect to the following possible outcomes:

- x No action due to successful resolution
- x Mediation re differences between individuals
- x Objectives / guidelines and possibly time frames for expected changes in behaviour which the club feels are important to sustain the continued membership of that individual.

Following investigation there may be unresolved concerns where it is felt extreme sanctions, such as suspension or expulsion, need to be considered. In this situation, those investigating should seek a formal minuted meeting with the Secretary to discuss and resolve outcomes. UHCC Child Protection & Harassment Policy Based on BCU publications original copyright BCU 2002

Any decisions of this group will be given in writing to the individual or the individual's parent/guardian.

The individual or parent / guardian of the individual will have the right to appeal against decisions within two weeks. Appeals should be presented in writing addressed to the Chairman of the Club.

The Chairman, Secretary and Treasurer will be responsible for conducting any appeal. The results of this appeal will be given in writing to the individual or the individual's parent/guardian.

Any incidents involving children should ensure involvement / discussion and close communication with a parent / guardian and the club's 'Child Protection Officer'. Any club officials should seek deputation from other committee members in cases where there is a conflict of interest.

All significant incidents reported should be recorded and kept in a confidential place for two seasons before being destroyed. Advice will be sought from the British Canoeing if there is a wish to keep information for a longer period of time.

The club should report and follow advice/support from the BC for any extreme incidents involving harassment or abuse.

The UHCC Committee agree in principal that any member suspended or expelled from the club may make a final appeal to a Special General Meeting called for that purpose. Such an appeal against suspension or expulsion will need to be supported by ten voting members. The chairman will seek advice from British Canoeing if such an appeal could compromise the club's responsibilities associated with BC Harassment or Child Protection policies. The chairman may, after receiving BC advice, reserve the right to refuse this final member appeal.