

**ADDENDUM 2**  
**CLUB CODE OF CONDUCT AND DISCIPLINARY PROCEDURES.**

**Terms of the Code of Conduct:**

**All members , playing and social, of Uffculme Bowling Club (hereinafter referred to as “the Club”) agree to abide by the terms outlined below:**

**All members must adhere to the constitution, general rules, regulations and policies of the Club.**

- 1. Members should not undertake any action which could bring the reputation of the Club into disrepute.**
- 2. A member must not participate in action which might cause damage to themselves or others.**
- 3. Members must report any action that may cause or have caused damage to themselves and others.**
- 4. Members must respect the property of the Club and of other members.**
- 5. Members of the Club should not pressure or coerce any other member into any action with which they feel uncomfortable.**
- 6. Members must act responsibly at all times when participating in activities and to avoid actions which could bring the Club into disrepute.**
- 7. Members should be aware of how their actions may be perceived by others. Members must conduct themselves in a reasonable manner relating to language, noise and behaviour.**
- 8. Members must compete in a manner of fair play with respect for opponents and polite behaviour regardless of the nature of the competition, when representing the Club.**
- 9. Members must treat facilities, other Members, visiting Bowling clubs, and their members, with respect and abide by any rules that may apply.**
- 10. Members must refrain from any form of harassment of others and respect the rights, dignity and values of others.**
- 11. Members must not encourage or pressure others into acting against the Code of Conduct.**
- 12. Members must operate within the rules, including national guidelines, which govern the sport of bowls.**
- 13. Members must not be unduly intoxicated at any event or activity where such behaviour could be deemed unacceptable or unprofessional.**
- 14. Members must abide by the law at all times.**
- 15. During social events, especially those involving the consumption of alcohol, to be aware of behaviour and the impact on others, particularly members of the local community.**
- 16. Members take responsibility for their own understanding of this Code of Conduct and the repercussions of any breaches and must seek further information or clarification if they are unsure about how it should be applied.**

**What happens if this Code of Conduct is breached?**

If Uffculme Bowling Club's Executive Management Committee (hereinafter referred to as "the Committee") receives information that indicates an activity of a Member may be in breach of this Code of Conduct, the following steps will be taken:

1. The sanction process is initiated once an action is reported to the Committee. Reports can be made anonymously and strict confidentiality will be ensured. Initial reports can be verbal but should be followed up by submission of a written report to the Committee.
2. An appropriate Committee member will contact the Member(s) in question to obtain further information and to check if any action has or will be taken by the offended party/parties.
3. The alleged breach will be investigated and, if satisfied that a breach may have occurred, it will be referred to the Disciplinary Sub-Committee for consideration. This will depend on the severity of the alleged breach. Those responsible for reviewing and ruling on the complaint shall include the Executive Officers of the Committee and the Disciplinary Sub-Committee
4. The Disciplinary Sub-Committee will make a ruling on the breach and issue sanctions befitting the severity of the breach of the Code.
5. Where it is believed the Club's regulations and policies are breached, the Disciplinary Sub-Committee may decide to take action.

#### **Sanctions for breaching the Code of Conduct:**

Any breach of this Code of Conduct may result in Club disciplinary action, which can lead to one or more sanctions, which may include a match ban, removal of membership from the offending Member(s). Set out below are details of the decision making process and likely sanctions.

#### **Sanctions:**

##### **Warnings:**

1. Verbal - following incident .
  2. Written - following review of incident by the Committee
- Warnings may also include appropriate match ban(s).
3. Match ban(s) commensurate with nature of offence.
  4. Expulsion of the individual from the Club.

#### **Action by offending Member(s) following review of complaint and decision of Disciplinary Sub-Committee:**

Letter of apology to be written by Member(s) to person, or persons, involved in complaint, if required.

#### **Appeals:**

If you are unhappy with the outcome of the ruling and/or the sanctions applied, you may appeal within 10 days of receiving the decision.

- Your appeal will be considered on the basis of the information you submit to the Committee.

- New evidence will not be considered.

Your appeal will usually be considered within 28 days following submission of your appeal request.

#### **Disciplinary sub-committee:**

Shall be comprised of the President, Chairman, Hon. Secretary, Club Captain, Ladies' Captain and one other member from the Executive officers of the Club.

**THE ABOVE WAS ACCEPTED BY THE MEMBERSHIP AS AN ADDENDUM TO THE CLUB'S CONSTITUTION AND RULES BY MAJORITY VOTE AT THE ANNUAL GENERAL MEETING HELD ON SATURDAY 3rd NOVEMBER 2018**

Signed:

**PRESIDENT: Bill Hudnott**

*Bill Hudnott*

**HON SECRETARY: Alan George**

*Alan George*

**DATE:**

**8<sup>th</sup> August 2021**