

UNIVERSITY OF CANTERBURY HOCKEY CLUB



CODE OF CONDUCT

August 2019

1. Preface

UCHC's Code of Conduct lays out the vision for our club, and the type of environment and behaviours through which we believe this vision will be achieved.

The Code of Conduct also describes the process for raising potential breaches of this Code of Conduct and the options available for the resolution of these.

2. Club Vision and Values

All members have a part to play in achieving the club vision, and we hope that you will join us in seeking to create a community we can all be proud of.

Members for the purposes of the Code of Conduct are as defined in the club constitution, namely: players, coaches, team managers, and anyone else, as deemed appropriate by the Committee.

Vision

UCHC's vision is threefold:

- a. **Community.** To create a culture where playing hockey is secondary - we are friends first and foremost, hockey players second, and welcoming to all who wish to be a part of this community.
- b. **Leadership.** Create leaders in the Canterbury hockey community and wider by developing our players, coaches, volunteers, and members with the aim of becoming the standard-setting club in Canterbury.
- c. **Pride.** Create a club where members play for the love of the sport, and embody an ethos of fair play on the field. The members are encouraged to represent the 'bleed maroon' mentality of never giving up and having pride in the club and their own hockey.

3. Code of Conduct for our Members

This section describes the required standard of behaviour for all members of the club.

Members are also required to follow CHA's Code of Conduct, a copy of which can be found on their website.

Code:

At all times when representing, referring to, or associating with UCHC;

- Act as a positive role model and ambassador for yourself, our club, and our sport.
- Follow UCHC rules, directives, and initiatives as described in any UCHC communications or documents.

- Conduct yourself professionally and safely towards any participants of our sport, and encourage fellow club members to conduct themselves in a similar manner.
- Make a commitment to adhering to, and upholding;
 - a positive and enjoyable environment for all participants in our sport.
 - the club's code of conduct, image, and values.
 - the sport's rules and regulations.
- Promote the interests of our sport while upholding UCHC's and any of UCHC's sponsors and stakeholders reputation.
- Resolve promptly any account held with the club, or communicate promptly a plan to resolve this.
- Refrain from;
 - abusing others sexually, racially, physically, verbally, or in any other manner.
 - using obscene language while involved in any UCHC activities, or towards any other participants of our sport.
 - using performance enhancing substances.
 - engaging in any UCHC matches under the influence of drugs and or alcohol.
 - participating in any gambling, or assisting others to gamble on, any matches and or results you are involved in.
 - accepting any personal gain in exchange for the influence of matches and or results you are involved in.

4. Code of Conduct for Club Representatives

This section describes the expected behaviours for club who are, Committee Members, Coaches, Managers, or Advisory Board Members.

These expectations are higher than those for members generally due to the positions they hold and/or the information they have access to. The section is supplementary to and should be read in conjunction with the *Code of Conduct for our Members* section.

Code:

At all times when representing, referring to, or associating with UCHC;

- Adhere to, and uphold the *Code of Conduct for our Members*.
- Act professionally in positions of responsibility to avoid conflicts of interest or detrimental effects on a team's, or the committee's functioning.
- Act in the best interests of the long-term future of the club.
- Maintain and provide a 'duty of care' for those persons you are responsible to for coaching, managing, selecting, and or otherwise. A duty of care refers to an obligation to prioritise members safety and well-being.
- Maintain high-standards of personal language, punctuality, preparation, and presentation to represent the club in a professional manner.

- Maintain the confidentiality of any privileged information in your possession, unless doing so is likely to lead to personal harm.
- Act objectively and fairly towards all persons, regardless of association and club, or personal/prior relationship.
- Disclose any conflicts of interest to the Operations Committee.
- Refrain from;
 - entering into agreements, liabilities, or provide any other indication of commitment unless expressly given remit by the UCHC Operations Committee.
 - receiving any transactional gain for influence, decisions, and or information relating to UCHC.

5. Breaches and Misconduct

This section describes the process for formally raising potential breaches of this code of conduct. The process for resolving potential breaches is as below.

In all cases, it is encouraged that issues are attempted to be resolved with the relevant coach, manager, or team first, before resorting to raising a formal complaint.

Decisions by the Committee or Advisory Board will be final, unless further material information is raised through the above process.

1. Raising a Potential Breach

Any breaches or misconduct must be raised in writing to the club president and secretary.

If the potential breach is about the club president or secretary, it should be raised in writing to one of the advisory board. The advisory board will then bring the issue to the Operations Committee to process.

2. Acknowledgement of Potential Breach Receipt

Acknowledgement of complaint receipt will be made in writing, with an estimation of timeframe for resolution.

3. Resolving a Potential Breach

The UCHC Operations Committee will be notified of the breach or complaint, and decide on the appropriate number of Committee members to review the complaint.

Depending on the severity and scope of the complaint, the Operations Committee will consult with relevant persons in the club or wider community about the breach, and proceed with a decision on whether the misconduct has been substantiated.

Options available to the UCHC Committee to address any misconduct that is upheld;

- Informal verbal warning.
- Formal warning.
- Suspension from any or all the following for a length of time as deemed appropriate by the Operations Committee;
 - Trainings

- Matches
- Club events
- Club position/role
- Any other option deemed reasonable by the Operations Committee.

4. Communication of Decision

Communication of decision will be made in writing to the complainant and any relevant persons.