Leicester Rowing Club – Code of Conduct

**Topic:** Review/re-write of current LRC Code of Conduct using BR Codes of Conduct 2018 (and reformatted in January 2019) document as starting point

**Status:** Draft - for review and agreement with the following groups: LRC policies review working party, club members, LRC committee

**Communication:** The finalised policy needs to be passed to all members and ideally discussed within each squad/group to raise awareness. All members need to sign the club’s Code of Conduct (each year).

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| Recommended period between reviews is 5 years unless required sooner, e.g. if British Rowing brings out new guidance | | | |

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| **Version Control** | | | |
| **Version** | **Author** | **Date** | **Changes** |
| 0.1 | LRC CWO (as nominated to manage version control of document) | 20 Sep 2020 | First draft of new document - updating of current policy of April 2015 |
| 0.2 | LRC CWO | 14 Oct 2020 | Added in version control and document control tables; removed reference to boathouse etiquette, e.g. wash boats, clean equipment; removed guidance to racing |
| 0.3 |  | 23 Nov 2020 | Some re-formatting to match other LRC policies undergoing a review |
| 0.4 |  | 20 Dec 2020 | Updating of status section at top of version control page of policy and correction of minor typo in introductory paragraph of section 4 |

**Leicester Rowing Club**

Code of Conduct

1. **Scope**

This policy is adapted from the British Rowing Codes of Conduct (September 2018) [*add hyperlink to BR website page*] and updates the LRC Code of Conduct of April 2015. It aims to provide guidance to all Leicester Rowing Club (LRC) members, which include, but are not limited to, coaches and parents of Junior members, on the conduct and behaviour expected of all associated with LRC.

Members are encouraged to share any concerns or complaints about bullying with the Club Welfare Officer (CWO), in person or via e-mail ([cwo@leicester-rowing.co.uk](mailto:cwo@leicester-rowing.co.uk)) or a member of the committee.

1. **Purpose**

The purpose of the Code of Conduct is to ensure that our members, guests and visitors are able to participate in club activities in a secure and respectful environment, both at the club and when representing the club in the wider community, such as at races, training events, social events and meetings.

This Code of Conduct will outline the rights you can expect as an individual and also, the expectation that the club has of its members in respect of the attitudes, values and behaviours that you should show towards others.

This document will also refer to other club policies that are applicable so you should familiarise yourself with these policies too.

All individuals should be aware of both the general and particular requirements of conduct that apply to them and must appreciate that it is their personal responsibility to fulfil them on every occasion. If there is any doubt, they should seek advice from the Club Welfare Officer of a member of the committee.

1. **Rights of individuals**

Everyone at Leicester Rowing Club has the right to:

* 1. Participate in rowing
  2. Enjoy safe participation in rowing without fear or harassment
  3. Be respected and treated as an individual at all times
  4. Receive support for their individual needs
  5. Not be pressurised to train or compete
  6. Be communicated with in a manner which reflects respect and care
  7. Be treated in accordance with LRC policies and byelaws
  8. Enjoy an environment free of discrimination on the grounds of age, physical appearance, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, and pregnancy and maternity
  9. Challenge discrimination in whatever form it takes
  10. Enjoy an environment free of sexual harassment, sexual abuse and any behaviour that could be construed as such
  11. Make a complaint, and be heard and have their complaint acted upon in accordance with the Grievance and Disciplinary Policy of Leicester Rowing Club
  12. Not be subject to humiliation, shame or insult and not be treated with condescension or selfishness.

**4.** **Code of conduct for all people involved in rowing at Leicester Rowing Club**

All individuals must understand that their own competitive aspirations or those of other members of the rowing community do not ever justify failure to promote and follow LRC’s policies, procedures and byelaws.

*All individuals should:*

1. Be aware of and follow the policies and procedures in place to ensure the health, safety and well-being of all individuals when at LRC or other rowing clubs or rowing events
2. Follow the directions of coaches, umpires and officials of a club or event
3. Be a positive role model at all times
4. Act in a sporting way during training and competition
5. Use correct and proper language at all times
6. Ensure that any club member or other adult leading an LRC session that includes one or more junior members has been DBS-checked
7. Ensure that any incidents on or off the water are reported and recorded in the appropriate manner
8. Ensure that respect and courtesy is shown to other (no-rowing) users of the waterway
9. Follow the guidelines, policies and procedures laid down by British Rowing and LRC relating to safety [*add hyperlink to club byelaws in LRC website Members Area*] and child protection [*add hyperlink to BR website welfare guidance documents*]
10. Respect the decisions of others who are concerned about starting, or continuing rowing in heightened risk situations (either when training or when competing)
11. Support club events and club fundraising

*All individuals must:*

1. Comply with British Rowing anti-doping and integrity policies
2. Challenge any form of behaviour that might violate British Rowing anti-doping and integrity policies
3. Not engage in acts of verbal or physical abuse
4. Respect the rights, dignity and worth of all LRC members, visitors and other waterway users, and not discriminate
5. Challenge any form of discrimination or victimisation
6. Not engage in bullying, cyber-bullying or any other behaviour that could reasonably be viewed as inappropriate
7. Avoid inappropriate relationships which involve one person having a position of authority or influence over another
8. Not carry out any acts for the purpose of cheating or manipulation of competition.
9. **Code of conduct for parents or carers of children involved in rowing**

Parents can help create a positive sporting environment by being role models for young people.

In addition to the above requirements,

*Parents / carers should:*

1. Focus on and encourage their child’s efforts, learning and enjoyment of all aspects of their involvement in rowing
2. Work with the club and/or coach to ensure that the level and type of participation is appropriate to their child’s stage of development [*add hyperlink to British Rowing website RowHow page*]
3. Encourage fair play and sporting behaviour
4. Never engage in or tolerate offensive, bullying, insulting or abusive language or behaviour
5. Ensure that their children understand the requirement to follow the rules of LRC and of events and competitions and to follow British Rowing Codes of Conduct, regulations, rules and policies.

*Parents / carers must:*

1. Not force children to participate in the sport or place undue pressure on them
2. Conduct themselves with respect for coaches and officials of the club, event or competition, and other participants, supporters and parents
3. **Code of conduct for coaches, officials, umpires and volunteers**

Anyone with a position of authority should lead by example.

Everyone should conduct themselves with a high degree of honesty, integrity and competence.

Coaches must also be familiar with and abide by the UK Coaching Code of Practice [*add hyperlink*].

Coaches should be looking out for bullying or anti-social behaviour within the squads which could result in the upset of other squad members. Coaches should actively deter this type of behaviour.

1. *Coaches, officials, umpires and volunteers should:*
2. Create an environment of inclusivity
3. Be aware of the physical and emotional needs of all participants (especially at the developmental stage), and ensure that training loads and intensities are appropriate, referring to *British Rowing How Much and How Often* and *Rowing Development* https://www.britishrowing.org/knowledge/rower-development/ for guidance
4. Be aware of and follow the policies and procedures in place to ensure the health, safety and well-being of all participants in rowing
5. Recognise the rights of all participants to be respected, treated as equals, with their dignity preserved
6. Recognise the rights of participants to seek advice from other coaches and experts
7. Always be clear about the nature of coaching services or any other services being offered, including costs involved
8. Promote the concept of a balanced lifestyle, supporting the well-being of participants in and out of rowing
9. Be appropriately discreet in any conversations about participants, coaches or any other individuals
10. Display control, respect, dignity and professionalism to all involved in rowing, accepting responsibility for their actions
11. Make a commitment to provide a high-quality service to participants
12. Maintain up-to-date knowledge and understanding of developments within rowing relevant to their role and have commitment to ongoing continuing professional development to ensure safe and correct practice
13. Work respectfully with other organisations, ensuring that required levels of communication, collaboration and permissions are observed
14. Promote good practice in others and challenge any poor practice they observe
15. Demonstrate proper personal behaviour and conduct at all times
16. Hold relevant insurance and current British Rowing membership
17. *Coaches, officials and umpires and volunteers must:*
18. Not behave or conduct themselves in any manner which could bring the sport of rowing, British Rowing, LRC and competitions into disrepute
19. Act fairly in officiating and combat discrimination on the basis of physical appearance, gender, age, race, colour, sexual orientation, political opinion, etc
20. Condemn cheating, manipulation of competition, and the use of prohibited substances or methods and take responsibility for providing guidance and education to participants on these issues
21. Conduct an appropriate risk assessment before undertaking any rowing related activities, ensuring the environment is as safe as possible and referring to British Rowing *RowSafe* for guidance
22. Take action to report concerns they may have about behaviour towards a child or towards an adult at risk, in accordance with LRC and British Rowing policies and guidelines
23. Maintain an environment free of fear and harassment
24. Observe appropriate boundaries and relationships with their participants
25. Not behave in a manner that could be seen as abuse of any kind
26. Comply with the British Rowing anti-doping and integrity policies
27. Challenge any form of behaviour that might violate British Rowing anti-doping and integrity policies
28. Avoid sexual intimacy with all participants for the duration of any coaching relationship or in the period of time immediately following the end of the coaching relationship
29. Ensure any physical contact is appropriate and necessary, and is carried out within the recommended guidelines and only with the participant’s full consent and approval
30. Not assume responsibility for any role which they are not qualified or prepared for, or mislead others as to the level of their qualification or competence
31. Maintain confidentiality and comply with any date protection legislation
32. **Any individual working with juniors**

In addition to the above, anyone working with junior rowers must be familiar with, follow and promote the British Rowing *Safeguarding and Protecting Children* policy and guidance documents.

*Individuals must:*

1. Recognise that the welfare of children is paramount, and that the need to ensure that children are protected is a primary consideration and may override the rights and needs of those adults working with them
2. Follow British Rowing’s and LRC’s guidance on the use of social media [*add hyperlink to LRC Online Safety and Social Media Policy*], and text and e-mail messaging
3. Observe appropriate boundaries and relationships with juniors including use of contact and in language and communication
4. Always be publicly open when working with children. Avoid coaching, meetings or situations where a child or children and the individual are completely unobserved
5. Work with the child’s parent / carer to ensure that the level and type of participation is appropriate to the child’s stage of development

**8 Breaches of the Code of Conduct**

This Code of Conduct prohibits conduct ranging from serious criminal acts to unsporting behaviour or a lack of courtesy.

Not all breaches will justify the taking of formal disciplinary action. Leicester Rowing Club will be able to resolve, formally and informally, many issues arising from breaches occurring within its own activities in accordance with its own disciplinary and grievance procedures.

The club encourages all individuals to work together in a collaborative manner to identify and resolve minor breaches.

Any significant or repeated breach of the Code of Conduct may be investigated under the appropriate disciplinary or grievance procedures.

Reports or complaints should be made in the first instance to the Club Welfare Officer in person or via e-mail ([cwo@leicester-rowing.co.uk](mailto:cwo@leicester-rowing.co.uk) ) or a member of the committee.

For more information on British Rowing Code of Ethics and Behaviours go to https://www.britishrowing.org/about-us/policies-guidance/

In addition to the outlined expectations in this document, all individuals should be knowledgeable of, and abide by LRC’s other club policies: [*add hyperlink to LRC website Members Area*]

Anti Bullying Grievance and Disciplinary Procedure

Code of Conduct Health & Safety Policy

Online Safety and Social Media Equity Policy

Welfare Policy

**Appendix**

**Definitions**

Child or Children Anyone under the age of 18.

Club Welfare Officer (CWO) The designated individual in a British Rowing affiliated club whose

responsibilities are explained in the British Rowing Safeguarding and Protecting Children and Adults at Risk Policies.

Coach A paid or unpaid individual who develops the skills and abilities of one or more athletes, through imparting of technical knowledge, and/or guiding practical activity, and/or supporting or coordinating activity.

Code of Conduct The set of behavioural standards which establishes as the expected minimum standards of behaviour.

Competition An organised group of rowing races sanctioned by British Rowing in which the result of each race is determined by the order in which boats are placed at the finish, or a processional race, being a race in which boats are started at intervals of time or distance and of which the result is determined by means other than the order of arrival at the finish but may also include other rowing events sanctioned by British Rowing.

Conflict of Interest A situation in which an individual has competing interests or loyalties or there may be a perception of or actual bias.

Individuals All participants in rowing, including children, parents/carers, participants, competitors, coaches, umpires, marshals, volunteers and spectators.

Junior A person under 18 years of age and who is eligible to compete in Junior class events, as defined by British Rowing Rules of Racing.

Officer A paid or unpaid individual with a role in a club or event that contributes to the running or coordination of club or event activities.

Participant Any individual who takes part or is involved in any capacity in a rowing activity, competition or event.

Social Media Media designed to be disseminated through social interaction. Social media use internet and web-based technologies to communicate with one another and receive news, information and entertainment. Types of Social Media include networks like SnapChat, Twitter, Facebook, WhatsApp, YouTube, BlackBerry Messenger and also blogs and podcasts.

Volunteer An individual who freely gives their time to contribute to the running of a club, Competition or British Rowing. They may or may not be a paying member of a rowing club.