

NEWCASTLE FRONTRUNNERS

Code of Conduct



1. Background to this Policy

This policy sets out Newcastle Frontrunners' commitment to being an open and inclusive club for all. We recognise the specific difficulties our members may face in participation, which has led to the development of this policy.

The policy was drafted using available guidance from England Athletics.

2. Organisation aims

Newcastle Frontrunners is welcoming to all prospective members who share our values. Our primary focus is on inclusivity and this should be at the heart of all our activities.

The objectives of the Club as stated in our constitution are:

- to promote health and wellbeing through running among lesbian, gay male, bisexual and transgender (LGBT) adults, regardless of race, religion, sex, sexual orientation or physical ability;
- to combat discrimination and homophobia in sport, and to encourage LGBT involvement in the local and sporting community.

Our Code of Conduct supports this through:

- Promoting a culture of tolerance and mutual respect between members and also towards those outside the club;
- Treating club members fairly regardless of their personal differences and athletic abilities;
- Not tolerating bullying, harassment, discrimination or victimisation of any kind;
- Dealing with any concerns in a fair and robust manner.

Our Members must agree to:

- Ensure that they have read and understood Newcastle Frontrunners' Code of Conduct;
- Familiarise themselves with the UKA Code of Conduct for Athletes (Appendix I);
- Treat club members and others outside the club with dignity, respect and fairness;
- Help promote a culture of diversity and inclusivity within the club;
- Be open and honest in dealings with others and respect their confidentiality;
- Abide by the Code of Conduct when representing the club at events including club races, holidays and social events, as well as when using social media and other forms of communication associated with the club;
- Raise issues of concern in an appropriate and timely way in line with the NFR Code of Conduct Complaints Process.
- Avoid behaviour which could be perceived as unreasonable, infringe public decency or bring the Club into disrepute.

Confidentiality

Details of people and events provided to Members are done so for their use in attending or organising NFR events and should not be passed to non-Members except to enable them to attend an event as a Guest.

The Club keeps addresses and other information about Members securely and will never share those details with third parties, except for the purposes of Club affiliation.

Guests

NFR welcomes guests to its events. Guests are expected to adhere to the NFR Code of Conduct.

Limits to Authority

Newcastle Frontrunners gains useful publicity through press exposure and websites/social networking sites. Members are requested not make statements on behalf of the Club unless authorised to do so.

Members may not commit the Club to any expenditure unless specifically authorised to do so.

Appendices

Appendix I

UK Athletics Code of Conduct for Athletes (Reviewed Sept 2016)

As a responsible athlete you will:

- Respect the rights, dignity and worth of every athlete, coach, technical official and others involved in athletics and treat everyone equally;
- Uphold the same values of sportsmanship off the field as you do when engaged in athletics;
- Cooperate fully with others involved in the sport such as coaches, technical officials, team managers, doctors, physiotherapists, sport scientists and representatives of the governing body in the best interests of yourself and other athletes;
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances;
- Anticipate and be responsible for your own needs including being organised, having the appropriate equipment and being on time;
- Inform your coach of any other coaching that you are seeking or receiving;
- Always thank the coaches and officials who enable you to participate in athletics.

As a responsible Athlete, when participating in or attending any athletics activities, including training/coaching sessions and competition events you will:

- Act with dignity and display courtesy and good manners towards others;
- Avoid swearing and abusive language and irresponsible behaviour including behaviour that is dangerous to yourself or others, acts of violence, bullying, harassment and physical and sexual abuse;
- Challenge inappropriate behaviour and language by others;
- Never engage in any inappropriate or illegal behaviour;
- Avoid destructive behaviour and leave athletics venues as you find them;
- Not carry or consume alcohol to excess and/or illegal substances;
- Avoid carrying any items that could be dangerous to yourself or others excluding athletics equipment used in the course of your athletics activity.

In addition, athletes, especially young athletes and vulnerable adults, should follow these guidelines on safe participation in athletics

- Notify a responsible adult if you have to go somewhere (why, where and when you will return)
- Do not respond if someone seeks private information unrelated to athletics such as personal information, home life information
- Strictly maintain boundaries between friendship and intimacy with a coach or technical official

- Never accept lifts in cars or invitations into homes on your own without the prior knowledge and consent of your parent/carer
- Use safe transport or travel arrangements
- Report any accidental injury, distress, misunderstanding or misinterpretation to your parents/carers and club Welfare officer as soon as possible.
- Report any suspected misconduct by coaches or other people involved in athletics to the club welfare officer as soon as possible

Appendix II

Glossary

In general terms bullying and harassment means that something has happened to someone that is unwelcome, unwarranted and causes a detrimental effect.

Bullying

Bullying is offensive, intimidating, malicious or insulting behaviour. Bullying may be an abuse or misuse of power through means that undermine, humiliate, denigrate or injure an individual or group of individuals.

Harassment

Harassment is unwanted conduct affecting the dignity of people or any other club-related environment or situation. It may be related to a 'protected characteristic' (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation), or any personal characteristic of the individual, and may be persistent or an isolated incident. The impact on an individual may be unintended, but nevertheless be unwelcome and cause offence.

Discrimination

Discrimination is where an individual is treated less favourably because of a 'protected characteristic' (i.e. age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation).

Victimisation

Victimisation occurs when an individual is treated less favourably because they have made a complaint or allegation, intend to complain or have given evidence or information about a situation involving discrimination.

Appendix III - Complaints Procedure

Members need to be able to raise any genuine concerns knowing they will be dealt with promptly, sensitively and fairly.



INFORMAL RESOLUTION

If a member believes they are being treated inappropriately, it may be best to try and resolve the situation informally. Raising an issue at the outset may prevent it escalating or prevent a repeat of it. In many cases the person will be unaware that their behaviour is offensive and asking them to stop may be sufficient to resolve the situation.

In some cases, an incident relating to bullying and harassment may be so serious that it is inappropriate to attempt to resolve it informally. If this is the case, members should raise the issue formally with any member of the committee.

FORMAL PROCESS

- Once raised the committee member will discuss the issue with one of the Executive Committee.
- Confidentiality is an important part of this policy. Everyone involved in this policy - whether making a complaint or involved in an investigation - is responsible for maintaining the high level of confidentiality required.
- Details of the investigation and the names of the person making the complaint and the person being complained about must only be disclosed on a 'need to know' basis.
- The committee member would normally conduct the investigation unless they are in some way implicated. In these circumstances, one of the Executive Committee will carry out the investigation. The investigation will be thorough, impartial and objective and carried out with sensitivity to the rights of all involved. The investigation will be undertaken in a confidential manner.
- Consideration will be given to whether individuals could be temporarily suspended from attending any NFR runs / races / social events until the process has concluded.
- Members who deliberately provide false information or raise issues maliciously will themselves be open to investigations as part of the code of conduct policy.
- Members who make complaints or who participate in good faith in any investigation must not suffer any type of victimisation or retaliation as a result.
- Members who are found to have retaliated against or victimised someone for making a complaint or assisting in good faith with an investigation under this policy will be dealt with under the code of conduct policy.
- The findings of the investigation will be discussed with the member who made the complaint and any actions deemed necessary will be carried out by the Executive Committee. If the complaint is upheld, initial action will usually be a first warning, after which any further instances could lead to expulsion from the club. In extreme cases a member may be expelled from the club without receiving a first warning.