



Cambridge University Triathlon Club
CODE OF CONDUCT

INTRODUCTION

The Cambridge University Triathlon Club (CUTriC) is fully committed to safeguarding and promoting the well-being of all its members to ensure a positive and enjoyable experience.

All those involved in CUTriC activities, whether they are involved as participants, coaches, officials or spectators, are therefore required to adhere to the standards of behaviour – set out within this Code of Conduct - and to support the mission of the CUTriC. This Code of Conduct has been developed to ensure the highest possible standards of competition and sportsmanship as well as promoting fairness, honesty and positive behaviour in relation to the conduct of all those representing CUTriC.

OUR COMMITMENT

CUTriC respect the rights, dignity and worth of every person involved in its activities. CUTriC is committed to team members enjoying triathlon and related disciplines in an environment free from discrimination, intimidation, harassment and abuse. CUTriC believes that it is the responsibility of all of its members to challenge discriminatory behaviour and promote equality of opportunity.

The CUTriC makes members aware of this code of conduct alongside the CUTriC constitution via the CUTriC website (<http://www.cutric.org/info>).

AFFILIATIONS

CUTriC is governed by the constitution of the British Triathlon Federation, which is registered with the University of Cambridge Proctors. This Code of Conduct is in addition, and by no means replaces, the standards set by the British Triathlon Federation, the student's individual college and the overarching Proctor regulations.

STANDARDS OF BEHAVIOUR

CUTriC Committee members will be responsible for the day to day running of the club and will review the code of conduct at least annually. The committee will ensure that club members are made aware of the Club Code of Conduct, and will liaise with University bodies as required.

Members of CUTriC are solely responsible for their conduct when representing CUTriC.

Members must therefore:

- Respect the rights, dignity and values of others;
- Operate within the rules of the sport;
- Treat facilities, staff and students at the University of Cambridge and other institutions with respect and abide by any rules that may apply;
- Be aware of how their actions may be perceived by others;
- Maintain high standards of personal behaviour at all times;
- Conduct themselves in a reasonable manner relating to offensive language and temperament;

- Refrain from any form of bullying or harassment of others. Harassment is any offensive conduct based on a person's race, sex, gender identity, national origin, colour, disability, age, sexual orientation, marital status, religion or any other status protected by law;
- Respect the decisions of officials, making all appeals through the appropriate formal process and respecting the final decision;
- Not condone, or allow to go unchallenged, any form of bullying, harassment or discrimination if witnessed;
- Refrain from the use of and involvement with illegal substances at all times;
- Not act in an unlawful manner;
- Not to use foul, threatening or abusive language or behaviour, and do anything that may bring the club into disrepute;
- Not encourage or pressure others into acting against the code;
- Understand the repercussions of any breaches of this Code of Conduct.

HEALTH AND SAFETY

The CUTriC is strongly committed to encouraging members to take part, but the health, well-being and safety of each individual is always our paramount concern. The club will therefore take all reasonable steps to ensure that all its activities are safe in line with the Club Safety Policy, and Health and Safety Guidelines provided by the University and the British Triathlon Federation.

- 1) The Club will:
 - a) Ensure any coaches used have adequate knowledge and/or qualifications for the role they undertake;
 - b) Ensure Club equipment is not used by those without knowledge of its safe operation;
 - c) Ensure club members are made aware of the club Safety Policy, and Health and Safety Guidelines provided by the University and the British Triathlon Federation;
 - d) Provide necessary first aid equipment;
 - e) Ensure it fulfils the requirements of the University in order to be covered by the University's public liability insurance;
- 2) The Committee will:
 - a) Promote a positive safety culture, led by the Health and Safety Officer and Club Captain;
 - b) Ensure that proper supervision during club training sessions is provided by appointing Session Leaders;
 - c) Complete risk assessments for Club activities and keep them up to date;
 - d) Ensure that all club equipment and facilities meet necessary safety standards;
 - e) Carry out an annual inventory of club equipment. Equipment will be maintained, stored and/or disposed of in a safe manner;
 - f) Ensure club equipment such as wetsuits and bicycles hired out to members is appropriately insured;
 - g) Ensure club members are aware they are fully responsible for their own health and safety when using hired equipment.
- 3) Session Leaders will:
 - a) Be appointed by the Committee and have necessary experience to oversee activities, to promote safety, good sporting behaviour and good technical skills.;
 - b) Accept the responsibility of leading others and ensure that participants are not exposed to foreseeable risk of injury;
 - c) Familiarise themselves with the risk assessment of the activity to be undertaken and ensuring all advised safety precautions are in place;

- d) Visually inspect facilities and/or equipment to ensure it is safe;
 - e) Ensure the group are aware of the risks associated with activities, take due care and use all relevant safety equipment when participating;
 - f) Encourage all participants to respect the Club's Code of Conduct, Facility Safety Guidelines, and not to bring the Club into disrepute;
 - g) Take charge in an emergency if necessary, and report all incidents and near misses within 24 hours to the committee who will forward the information to the University Sports Service.
- 4) To support the Club, Committee, and Session Leaders, all members are expected to:
- a) Take reasonable care for their own health and safety and that of others who may be affected by what they do or not do;
 - b) Co-operate with the club on health and safety issues;
 - c) Correctly use all equipment provided by the club;
 - d) Not interfere with or misuse anything provided for your health, safety or welfare;
 - e) Ensure that they update the club and coaches with any medical information or changes to emergency contact details;
 - f) Take reasonable care to avoid acts or omissions that could be reasonably foreseen and which would be likely to injure other people;
 - g) Consider becoming individual members of the British Triathlon Federation, in order to obtain personal accident cover, and public liability cover for training and racing. The Club strongly advises members take this action;
 - h) Follow reasonable instructions from committee members in matters of health and safety;
 - i) Use a wetsuit when swimming in open water with a temperature of 14°C or below;
 - j) Use a roadworthy bicycle with a brake on each wheel, with handlebars and/or tribars that are plugged;
 - k) Use bicycle lights at night or in conditions of poor visibility;
 - l) Carry appropriate bicycle and puncture repair kit on Club rides and be prepared to use them independently of ride leaders;
 - m) Carry appropriate navigational and communication equipment to get home independently of session leaders;
 - n) Wear an approved cycling safety helmet of ANSI Z90.4, SNELL B90, EN 1078 or an equivalent national standard (NB: a CE mark is NOT an approval mark.);
 - o) Bring to the attention of a coach or squad leader any illness, injury, or other factor that may affect their health and safety;
 - p) Not use any equipment that acts as an impediment to hearing or concentration during cycling. This includes personal stereos, MP3 players and mobile telephones;
 - q) Have regard to the requirements of Health and Safety Legislation, and act in good faith and within the limits of their responsibilities, in order to be covered by the University's public liability insurance;
 - r) Note that the University and the Club do not provide insurance to cover the damage or loss of personal possessions or equipment. It is strongly suggested that individuals take out insurance for their personal possessions, particularly bicycles.

ANTI-DOPING

Members of the Club must adhere to the requirements of the World Anti-Doping Agency (WADA) code.

Please note that Team Members could potentially be subject to random testing during competitions, particularly those at competing at National Level and above. Club Members caught with banned substances in their system will be subject to disciplinary proceedings

PUBLICATIONS, INTERNET AND SOCIAL MEDIA

CUTriC wishes to promote the club positively both within the University and externally. It recognises that its publications, online, print and social media are important tools in recruiting new members and engaging with alumni and potential sponsors. It is the responsibility of all CUTriC members to manage their personal social media presence responsibly. As such, all members are responsible for ensuring that they:

- Refrain from publishing comments about other clubs, players or judges and any controversial or potentially inflammatory subjects.
- Avoid hostile or harassing communications in any posts or other online communications.
- Identify all copyrighted or borrowed material with citations and links. When publishing direct paraphrased quotes, thoughts, ideas, photos or videos, give credit to the original publisher or author.
- Review responses to online posts and resolve any concerns before they are posted.

SOCIAL EVENTS

Social functions form an important part of a club's activities. CUTriC is committed to ensuring that all students are able and encouraged to participate in student activities in an atmosphere free from discrimination or fear. As such, CUTriC will aim to organise a range of social events that are as inclusive as possible. Members should be aware that:

- Participation in any form of social activity is completely optional.
- They must not force others to participate in initiations and/or other social and sporting events run by the CUTriC.
- Members must be made aware that they can opt-out of social activities without fear of undue pressure, reprisal or any other form of discrimination at any point.

BREACHES OF THE CODE OF CONDUCT

The CUTriC Constitution states that "the Executive Committee shall have the authority to expel or to suspend a member or members whose actions are felt to be such as to bring the Club into disrepute, or gravely harm the interests of its members". Additionally "the Executive Committee may also take other disciplinary action in respect of a member of the Club, commensurate with the seriousness of the offence". This action may be applied when a member of the Club brings the CUTriC into disrepute, breaches the Code of Conduct or engages in any activity that adversely affects the smooth running of the Club in a major way.

Should a serious breach of the Code of Conduct be identified, the nominated club member, in consultation with the Club President, may suspend a member from CUTriC and Club activities pending further investigation.

In the event of an expulsion, the excluded member is required to return all equipment, documents and finances belonging to the Society within 7 days. He/she will not be entitled to any full or partial refund of annual subscriptions.

If the excluded or suspended member wishes to appeal the decision, that appeal should be made to the Senior Treasurer, who will consider all the facts, and whose decision will be final. An appeal as to the process of exclusion, but not a further investigation into the facts, may be lodged with the Junior Proctor.

WELFARE

CUTriC takes the welfare of its members seriously. Any member of the Team that has any concerns regarding their welfare or those of others involved in Team or Club activities can

discuss these, in confidence, with the Club Welfare Officer; Tom Bedford.

Signed:

Tom Bedford

CUTriC President

Date: 03/10/2020

Signed:

Elias Michaut

CUTriC Club Captain

Date: 03/10/20