

CIYMS R.F.C.



Code of Conduct

1. Glossary of Terms

- (1) "The Club" - means CIYMS Rugby Football Club
- (2) "Members" – means all Officers, Players, Team Officials and Social or Associate Members of the Club
- (3) "Players" – means all those taking part in team participation whether competitive, friendly, organised practice or training sessions.
- (4) "Team Officials" - means all coaches, Management teams, physio teams involved with one or more teams within the Club.
- (5) "Social or Associate Members" - means any person or persons who have paid a lesser subscription to the Club to become a member
- (6) "Members and Guests" - include all members and officers of the Club, and all guests of those members and officers, as well as all individuals who watch / attend / participate / officiate in matches hosted by the Club in whatever capacity.
- (7) "Implicated Person" – means a person who is the subject of a sending off by a referee, the subject of a complaint by another person or is the subject of a disciplinary investigation for a breach of the club's Code of Ethics or any other behaviour deemed inappropriate by the Executive Committee of the Club.
- (8) "Executive Committee" means the elected officers forming the Committee of the Club as elected at the club Annual General Meeting or any member co-opted onto the Committee from time to time.

For clarity and avoidance of doubt, this Code of Conduct refers to "Members, Players, Team Officials, Social Members, Members and Guests", whether individually, collectively or specifically referred to or not within this document.

2. Introduction

CIYMS RFC is committed to maintaining the highest standards of behaviour and conduct. Members representing the club are expected to support their Coaches and Captain and respond to leadership in a positive fashion to ensure the good standing of the club.

The Executive Committee of the Club has the overall responsibility for the behaviour of its members. Members remain under the jurisdiction of these rules when playing or spectating for a CIYMS side when appearing at home or at an opponent's ground or at a neutral ground.

These rules will apply in all matches played by the Club, whether competitive or friendly, and all organised practice and training sessions and whilst present in or representing the Club in a social capacity at any location

3. General Rules of Behaviour

All members and guests of CIYMS RFC will:

- Respect the rights, dignity, and worth of every person within the context of the game of Rugby.
- Treat everyone equally, and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief.
- Not condone, or allow to go unchallenged, any form of discrimination if witnessed.
- Display high standards of behaviour both on and off the field of play, in the clubhouse, at an opponent's clubhouse, or travelling with the Club via organised transport
- Promote the positive aspects of Rugby e.g. fair play, respect & friendship.
- Abide by the IRFU Code of Conduct
- Encourage all participants to learn the Laws and rules and play within them, respecting the decisions of match officials.
- Actively discourage unfair play, rule violations, and arguing with match officials.
- Recognise good performance not just match results.
- Ensure that activities are appropriate for the age, maturity, experience, and ability of the individual.
- Respect young people's opinions when making decisions about their participation in Rugby.
- Not smoke, drink or use banned substances whilst actively working with young people in the Club.
- Avoid the use of alcohol before coaching, during events and on trips with young people
- Not provide young people with alcohol, cigarettes or any banned substance when they are under the care of the Club.
- Follow the **IRFU Code of Conduct, Safeguarding Policy, IRFU Spirit of Rugby Guidelines** and any other relevant guidelines issued by the Club and / or IRFU

4. Bullying

The Club operates an Anti-Bullying Policy.

All cases of bullying or suspected bullying should be reported immediately to the Hon Secretary or Child Welfare Officer

Following appropriate investigation, where a case of bullying is identified, notwithstanding the Grievance and Disciplinary Procedure referred to in below, appropriate sanctions will be put in place immediately, including but not limited to disciplinary action, and where deemed appropriate, immediate expulsion from the Club.

Types of bullying (this list is non-exhaustive and serves only as a guide)

- Name calling
- Spreading harmful rumours about others.
- Exclusion from activities.
- Intentionally isolating another person from conversation or during activity.
- Threatening or intimidating behaviour.
- Taking or damaging property or belongings.
- Physical assault or causing physical harm.
- Forcing a person do things they don't want to.
- Threatening or abusive text messaging and or use of social networking or social media internet sites that is deemed inappropriate against an individual, individuals, players, members or the name of the Club, or any other title associated with the Club at any given time.

5. Additional Rules on Behaviour While Playing

- The Captains and Team Officials are always responsible for ensuring that play is conducted within the spirit of the game as well as within the Laws.
- Players and Team Officials will not at any time engage in conduct unbecoming to a player or team official, which could bring the game into disrepute.
- Players and Team Officials will not intimidate assault or attempt to intimidate or assault an referee, another player or spectator.
- Players and Team Officials will not use crude or abusive language (known as "sledging") nor make any offensive gestures, nor appeal excessively.
- Players and Team Officials will not make any public pronouncement or comment, which is detrimental to the game, in question.
- The Captain and Team Officials must take adequate steps to ensure the good behaviour of their members, and supporters towards players, and umpires.
- Place the well-being and safety of all players above the development of performance.
- Adults must not change or shower at the same time using the same facility as children.

- If Adults and children need to share a changing facility, the Club must have consent from the Parents that their children can share a changing room with Adults in the club.
- Cameras and any other recording Equipment must not be used in the changing room.

**Please note that if children are uncomfortable changing or showering at the Club, no pressure should be placed on them to do so.*

6. Grievance and Disciplinary Procedures

The Executive Committee will be empowered to take disciplinary action against any person who is found to be in breach of the Code of Conduct of the Club.

In the event of a complaint being made to the Club in respect of any matter which would be deemed to contravene the Code of Conduct of the Club, the following Grievance and Disciplinary procedures will be followed:

(a) Grievances

A grievance may relate to a personal grievance, a collective grievance or an alleged breach of the Club Code of Conduct (including bullying) or other serious matter.

(b) Raising an issue informally

It is anticipated that most issues can be resolved informally between the parties involved, i.e. between members themselves, with the captains or the appropriate member of the Committee. The sooner an issue is raised informally the better as it can often be resolved quickly and in a lowkey manner. However, where this is not possible/appropriate or where such an approach fails to address the matter satisfactorily, the formal complaints procedure should be followed.

(c) Formal Grievances

A formal complaint or grievance should be sent to the Honorary Secretary or the Child Welfare Officer (where the complaint relates to youth or mini rugby) in writing setting out the issue and the relevant details. The complaint should identify any efforts (if appropriate) that were made to try and resolve the matter informally. Complaints relating to another player, captain or officer that allege a breach of the Club Code of Conduct or other serious matter that could potentially lead to disciplinary action will be dealt with under the Disciplinary Procedure.

Any other formal complaint will be considered by the Honorary Secretary (or Child Welfare Officer) and the Executive Committee, who will seek to resolve the matter with the relevant parties. Having done so a response will be sent to the complainant informing them of the outcome and reasons in as timely a fashion as possible (preferably within 21 days)

The complainant may appeal this decision in writing to the Club Secretary (or Child Welfare Officer) requesting the matter be reconsidered. At this stage the Executive Committee will

refer the matter to the disciplinary committee to review the complaint and the outcome. The disciplinary committee will report back to the Executive Committee and a written response outlining the decision will be sent to the complainant in as timely a fashion possible (preferably within 21 days). This decision will be final and binding.

(d) Disciplinary Procedure

This procedure is intended to be used only where issues cannot be resolved at an informal level with captains or other members of the Committee or between players themselves. Notwithstanding this all complaints brought in writing will be given due consideration to be dealt with under the Disciplinary Procedure.

The aim of this procedure is to ensure that the club is able to properly manage the behaviour of its players and members to ensure that the all associated with the Club act in a manner designed to protect the good name of the Club and of the game of rugby generally.

(e) Formal Procedure

Any alleged breach of Club Code of Conduct or serious matter that can be reasonably shown as something that could bring the club or the game of rugby into disrepute will be notified in writing (to be known as 'a Complaint') by the relevant captain (or any other person) to the Honorary Secretary or the Child Welfare Officer (where the complaint relates to youth rugby) as soon as possible (but, where possible, within 21 days*) following the alleged breach taking place.

**Note: In the interests of fairness, complaints should be submitted within these timeframes. However, later complaints will be considered where the allegation is of a serious nature or where it involves a youth member.*

Any complaint so initiated must be referred to the Executive Committee.

Upon receipt of such complaint, and as soon as reasonably practicable, Executive Committee will note the complaint and refer the matter to The Disciplinary Committee which will be convened as soon as practicable.

***Note: The Child Welfare Officer and/or designated contact person should always be consulted on any complaint/issue that involves a person under the age of 18 so they can provide guidance. Allegations of child abuse/child protection issues will be reported to the relevant authorities.*

(f) Disciplinary Committee

The Executive Committee will appoint a Disciplinary Officer as soon as possible after the AGM each year. The Disciplinary Officer will be a member of the Executive Committee or will be co-opted if not a member. When a complaint is received the Disciplinary Officer will arrange a hearing as soon as is practicable which will be heard by a Disciplinary Panel made up of at least three persons from the Committee including the Disciplinary Officer.

A chairperson will be elected each time the Disciplinary Committee is convened to deal with an issue. None of the members will be connected with the implicated person(s) at the time of the complaint or alleged breach of the Code of Conduct.

If a member of the Disciplinary Committee is related to the implicated person(s), that member will recuse themselves for the duration of the adjudication of that complaint or alleged breach.

Where the disciplinary matter involves a player or member under 18 years of age, the Child Welfare Officer will be consulted by the Committee to ensure adherence to relevant safeguarding policies and legislation.

In any case which is referred for a Disciplinary Hearing, as much notice as possible (in writing) of the hearing and of the offence(s) alleged will be given to the implicated person.

The implicated person will be entitled to attend the hearing, state their case, be informed of the evidence provided by others and will be given the opportunity to refute charges against him or her. The player will be entitled to be supported by one colleague, friend, child welfare officer or parent.

The purpose of the Disciplinary Hearing will be to establish the facts and the Committee having considered all the evidence will make a finding which will be recommended to the Executive Committee for ratification. For the avoidance of doubt, the Disciplinary Committee will be allowed to communicate with the implicated person to arrange a hearing etc, but the disciplinary committee will not communicate the findings of any hearing or investigation except through the Executive Committee.

(g) Red Cards / Sendings Off

Any player, coach, parent or spectator who is sent off during a game is deemed to be immediately suspended by the club pending the outcome of an Ulster Branch hearing and / or a Club Disciplinary Hearing. In these cases, a Club Disciplinary Hearing will be convened as soon as possible, and in all cases, this should be in advance of the Ulster Branch hearing if time and schedules allow. The disciplinary panel will, if possible, determine any sanction that may be necessary and inform the implicated person and the Ulster Branch of the outcome in advance of the Ulster Branch Hearing.

(h) Sanctions

If the Club finds that misconduct has occurred, the following are possible sanctions:

1. To require a person to write letter(s) of apology within a specified time to person(s) identified by the Committee.
2. To record the reprimand and to give a warning as to future conduct, including, where appropriate issuing a final written warning to the Member.

3. To suspend a player's right to be considered for selection by the club to play in one or more matches.
4. To suspend a person's membership of the club for a defined period.
5. To suspend a person from attending matches for a defined period.
6. To adopt a sanction handed down by Ulster Branch or IRFU
7. To impose more than one of the above penalties.
8. To terminate the person's membership forthwith.

Decisions of the Disciplinary Panel (a finding that a complaint is proved or not proved or a decision on penalty) will be by majority vote and where necessary the Disciplinary Panel Chairman will have a casting vote. The decisions of the Disciplinary Panel are subject to the ratification of the Executive Committee.

The implicated person will be notified by the Honorary Secretary in writing of the decision and any penalties, if any, imposed within seven days of the decision being made.

(i) Appeals Procedure

The implicated person will have the right of appeal to the Executive Committee of the Club for a review of the findings of the Disciplinary Hearing and of the penalty or penalties imposed.

If Notice of Appeal is given the penalty will not take effect pending the hearing of the Appeal, which will take place as soon as reasonably practicable.

The Appeal will be by way of re-hearing before a different Panel. The composition of the Appeals Panel will be at the discretion of the Club Executive Committee and will consist of not less than three persons, none of whom will be connected with the player at the time of the alleged breach. The implicated person will have the same rights of attendance and representation, and to call witnesses as they had in the original Disciplinary Panel.

The Appeals Panel may confirm, vary or reverse the decision of the Disciplinary Panel and it will have the power to increase the penalty issued at the initial hearing. Decisions of the Appeal Panel will be by majority vote; where necessary, the Appeals Panel Chairman will have a casting vote.

(j)

For the avoidance of doubt, the Appeals Panel will be allowed to communicate with the implicated person to arrange a hearing etc. but the Appeals Panel will not communicate the findings of any hearing or investigation except through the Executive Committee.

The player or member will be notified by the Club Secretary in writing of the decision and any penalties, if any, imposed by the Appeals Panel within seven days of the Appeals decision having been made.

The decision of the Appeals Panel will be final and binding

APPENDIX 1 - Ulster Branch Code of Conduct

#respectURgame
ulster.rugby

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Follow the laws of the game
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Accept the referee's decision
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Win with humility, lose with dignity
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Remember who you represent
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Please be respectful of players' abilities
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Keep your language clean
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Zero tolerance for abuse / harassment
- 

Respect your opponents
- 

Play fair and with discipline
- 

Value volunteer referees and coaches
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Lead by example