

University of Birmingham Sports Club Code of Conduct

University of Birmingham Sport and Fitness primary responsibility is to protect the welfare of students, staff, and community, ensuring that those that affiliate with our sports clubs are protected. It is recognised that all students may encounter difficult situations during their university experience and the below guidelines are in place to ensure the safety and wellbeing of all attendees, whether this be sporting activity or social event. This includes representing your sports club or representing the University of Birmingham.

This code of conduct is designed to ensure that all sports clubs at the University of Birmingham have clearly defined standards of behaviour that are fully embraced and understood by all members.

This code will apply in addition to the standard disciplinary policies determined by University of Birmingham.

<https://intranet.birmingham.ac.uk/as/registry/policy/conduct/index.aspx>

Who does this Code of Conduct apply to?

- All members of UBSport Sport Clubs
- All supporters of UBSport Sport Clubs
- All affiliates of any team or individual (including administrators, coaches, managers, volunteers)
- All spectators of UBSport Clubs

Expectations of behaviour

Working together, we want to set out specific expectations of behaviour on how we want our sports club members to act. The below 10 behaviours have been created but UBSport and Fitness members which encapsulates Pride, Respect, Inclusivity and Collaboration.

1. Be Inclusive
We strive to build an inclusive environment where all feel valued and respected. We encourage the sharing of diverse perspectives and ideas, as it enriches our culture and drives our success.
2. Respectful
We take pride in all opinions and perspectives, and we listen to understand different points of view in a respectful manner.
3. Open and Honest Communication
We encourage open, honest, and skilful communication across UBSport and Fitness.
4. Active Listening
We strive for active listening which is appreciative, empathetic, and critical of ourselves and others.
5. Honesty
We endeavour to support and strive for honesty within our students, staff, and wider community.
6. Accountability
We create together an environment where everyone is accountable for their actions and responsible for supporting the university values.
7. Support
We create an environment where individuals feel safe to express their thoughts, concerns whilst respecting personal boundaries.
8. Empathy
We treat each other with empathy, kindness and understanding creating an environment where individuals can feel safe.

Additionally, the following behaviours are required:

- Avoid influencing others into inappropriate actions.
- Conduct themselves in an appropriate manner whilst representing the University of Birmingham.
- Refrain from any form of verbal or physical intimidation or harassment of others.
- Refrain from any behaviour that may bring the University into disrepute.

- Comply with the relevant laws of the sport and National Governing Body of Sport Guidelines for their respective club.
- Promote fair play and display high standards of behaviour throughout representing the university.
- The consumption of alcohol is not permitted during any club related training sessions and fixtures. This includes taken on or being consumed on board provided transport whether a hire car, minibus, or coach.
- Abide by the anti-doping laws as sated in the World Anti-Doping Code set by WADA.

Social Media

Sports clubs may contribute to the University of Birmingham social media activities through various channels (Instagram, Facebook etc). Sports Clubs are personally responsible for the content that is posted on your club's account. Any communications that sport club members make in a Sports Club capacity through social media must:

- Communication has a purpose and a benefit for the university and sports club.
- Consult a club committee member or Sport and Fitness staff member to check the content before its published.
- Must not criticise or argue with students, employees, or competitors.
- Must not make defamatory comments about individuals or other organisations and groups.
- Must not post links to offensive, inappropriate, or discriminatory content.
- Must not any social or other activities not relating to the club on the club's channels that may be deemed inappropriate.

Discipline

As part of being a sports club member you will act as an ambassador for the University of Birmingham and will not bring the University of Birmingham into disrepute.

Examples of unacceptable behaviour as per the university of Birmingham Expectations of Behaviour:

- The University of Birmingham **do not** permit Initiation Ceremonies. The University of Birmingham defines an initiation ceremony as 'a process or event that a person takes part in to become an official member of a group.'
- No event or process that are organised by a club should include bullying, harassment, humiliation, or isolation of any individuals.
- Violence against another person (including threats to hurt)
- Indecent, threatening, intimidating or offensive behaviour or language (including that of a sexualised nature)
- Bullying and harassment
- Abusive comments (including those that relate to sex, religion, sexuality, and race), whether in person or online
- Possessing, supplying or selling any controlled drug or psychoactive substance (such as cannabis, LSD, cocaine, MDMA) on university property
- Significant damage to university property or property of other students, staff or visitors to the University
- Unauthorised use of university property
- Disruption of University activities (including lectures, meetings, sporting and social activities)
- Contempt of the University's disciplinary authorities
- Falsification of University documentation or documents in relation to the University
- Impersonation of others in connection with the University

Note: This list is not exhaustive and will be subject to regular review

Consequences of breaking the Code of Conduct

If the code of conduct is breached by an individual and/or group, the club will face possible sanctions (external authorities notwithstanding i.e., the police). UBSport and Fitness and the University of Birmingham will deal with any complaints and each case individually.

The following is potential sanctions that may be imposed on an individual and/or Sports Club:

- Club Fine
- Removal of ability to hire or use university facilities as a club
- Cutting teams from the club

- Removal from BUCS (British Universities & Colleges Sport) or equivalent competition relevant to Sport including support relative to competition.

Potential individual sanctions or punishments

- Match bans
- Fine for damages
- Ban from all Club related events
- Expulsion as a member of the Club.

Refunds

First 14 days after purchasing your membership.

A sports club member can cancel your membership within 14 days from the date you purchase your membership by giving us written notice through the following email address sportclubdevelopment@contacts.bham.ac.uk in line with The Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013

After 14 days from the date, you purchased your membership

A sports club member loses the right to cancel your membership and the agreement under this clause. Your written notice must clearly state that you want to cancel your membership and the agreement. You can email sportclubdevelopment@contacts.bham.ac.uk to request a refund. Sport and Fitness will then seek approval of this refund by the Sports Club. If approved, the refund will be made in line with Sport and Fitness processes.

Ending of your membership

We may end your membership and the agreement immediately, by giving you written notice, if any of the following applies:

- You allow a person other than you to use your membership card to enter the club or use the facilities.
- We receive or have received complaints about you in connection with your use of the sports club so that, in our reasonable opinion, ending your membership is in the interests of other people who visit the sports club.
- You do not keep to these conditions or the conditions of use.
- When you applied for membership, you gave us details which you know were false and those details affected our decision to accept your application.
- You do not keep to the Bribery Act 2010, Equality Act 2010, Modern Slavery Act 2015 or Counterterrorism and Security Act 2015.
- Any terms of the Sports Club Code of Conduct breached.

If you want to appeal against our decision to end your membership under the clause above, you can follow the appeals procedure set out in the conditions of use [here](#). If we cancel your membership under this clause, you will not be entitled to any refund relating to the period where, because your membership has ended, you cannot enter the sports club or use the facilities you have signed up for.

Reporting breaches to the sport code of conduct

If you as an individual and/or club have concerns over the behaviour of individuals and/or a club, please report it directly to a member of UBSport staff info@sportandfitness.bham.ac.uk.

Complaints

We treat all people who make complaints with respect and expect respect for the staff who deal with complaints.

All feedback is recorded in a way that can be analysed to improve services in both the short and the long term.

If you have a complaint, comment, or concern, discuss this with a member of Sport and Fitness staff. After speaking to a member of staff, if you are still not happy you can follow the complaint procedure below.

- Email your complaint [to feedback@sportandfitness.bham.ac.uk](mailto:tofeedback@sportandfitness.bham.ac.uk) .
- We will aim to acknowledge your complaint in writing within two working days.

- We will aim to settle your complaint within 10 working days.

If you are not satisfied with our response to your complaint, you can follow the Appeals procedure below.

- Email your complaint to the Senior Management Team at management@sportandfitness.bham.ac.uk.
- We will aim to acknowledge your appeal in writing within two working days.
- We will aim to give a final response to your appeal within 10 working days.
- The Senior Management Team's decision is final.

Please follow the University of Birmingham Students Complaints [here](#)

It is a requirement that clubs members adhere to Club Code of Conduct as a member of a University of Birmingham Sports Club and have read and understood the terms of this Code of Conduct and understand the implications of breaching it.