

Cardiff City Korfball Club

Code of conduct

Version 2.0

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Summary

The Code of Conduct should be read in full by all members, however the document can briefly be summarised as follows:

- All club members must make sure they have read and understood the Code of Conduct and abide by it at all times.
- Club members must show respect to everyone; including other players, coaches, referees, jury members, opponents, members of other clubs and any spectators.
- It is everyone's responsibility to make the club a safe and welcoming space for all.
- If you are ill, it is recommended that you do not attend training or matches to avoid spreading any illness further (more detailed guidance can be found in the full document).
- Disagreements are normal, but the decisions of coaches, referees, jury members, the club's committee and any governing bodies should be respected.
- Club members should remember that they are representing the club, and that it is important that any actions taken or words spoken do not bring the club into disrepute.
- Members must make sure they pay any monies owed to the club promptly to enable smooth running of the club.
- Any members found to be in breach of the Code of Conduct shall be dealt with in accordance with the club's disciplinary policy.

Introduction

Cardiff City Korfball Club (henceforth referred to as “CCKC” or “the club”) is fully committed to promoting and safeguarding the wellbeing of all of its members.

The club believes it is important that members, coaches, administrators and spectators associated with the club should, at all times, show respect and understanding for the safety and wellbeing of others. Therefore, everyone is encouraged to be open at all times and to share any concerns or complaints they may have about any aspect of the club with the committee.

This Code of Conduct is intended to ensure that acceptable and consistent standards of behaviour are observed by all. All members and spectators are required to abide by the code. The club is responsible for all persons associated with the club, including any spectators supporting the club on match days.

Any members found to be in breach of the Code of Conduct shall be dealt with in accordance with the club’s disciplinary policy.

Representing the club

The club’s committee encourages openness and transparency, and the expression of alternative views is welcomed to stimulate healthy discussions that could be beneficial to the club in the long run, and the club will ensure there are always mechanisms in place to raise genuine concerns or make suggestions for improvement. However, it is extremely important that members remember that they are always seen as representatives of the club, and members should take care with anything said in a public place (both in person and online).

All members should take care to not criticise or ridicule the club, the coaches and volunteers, any club sponsors, other clubs, national governing bodies, the International Korfball Federation, or the actions of others involved in the administration of the club. Under no circumstances should any of these comments be made in a way that suggests they represent an official view or cause damage to the reputation of the club or the sport.

All members

- A member shall, at all times, act in the best interests of korfball and shall not act in any manner that is improper or brings the club, area or sport into disrepute.
- A member shall at all times respect the views of others and never discriminate against anyone on the ground of age, gender, gender reassignment, disability, race, ethnicity, religion or belief, sex or sexual orientation.
- All participants must play within the rules, and respect officials and their decisions. Swearing and arguing will not be tolerated. Any fines imposed are the responsibility of the member and must be paid promptly.
- A member shall not use violent, threatening, abusive, indecent, insulting or provocative behaviours or words.
- The club and its members are responsible for ensuring that its participants, officials, representatives, spectators and supporters conduct themselves in an orderly fashion and refrain from violent, threatening, abusive, indecent, insulting or provocative behaviours or language; whether at the club’s own venue or elsewhere.

- No one shall be permitted to enter into or encroach onto the playing area when a match is in progress, except for reasons of crowd safety.
- All members must respect their own team members, club members, and opponents – both on and off the court.
- All members must respect the venues where training and matches are conducted, and members are expected to clean up their own litter. Any costs incurred for breakages or damages are the responsibility of the member concerned.
- Smoking or vaping is not permitted at training or matches (including outdoors) and anyone wishing to do so must seek out a designated smoking area.
- All participants in club activities are expected to promptly pay club subscription fees or pay as you go fees. The committee has the discretion to apply sanctions where this is not done in a timely manner and the member in question has not notified the treasurer of any financial hardship they are facing.

Players

- All players are responsible for ensuring they arrive on time to any matches or tournaments, to allow time for warm ups and team talks.
- All players should respect the coaches and their decisions.
- It is acceptable to ask a referee for an explanation on any decisions they have made, however their decisions are final and should be respected.
- Any requests to the referee to look out for certain actions or behaviours from the opposition should be made through the team captain or the coach.

Club coaches, officials and volunteers

- Consider the wellbeing and safety of participants over the development of performance. Never exert undue influence over performers to obtain personal benefit or reward.
- Allow players appropriate recovery time from injuries and not pressure early return to play.
- Develop an appropriate working relationship with participants, based on mutual trust and respect.
- Make sure all activities are appropriate to the ability and experience of those taking part.
- Display consistently high standards of conduct and appearance.
- Promote the positive aspects of the sport (e.g. fair play).
- Follow all guidelines laid down by the governing bodies.
- Hold appropriate valid qualifications and insurance cover, where necessary.
- Never condone rule violations or rough play.
- Never condone the use of prohibited substances.
- Encourage participants to value their performance, and not just results.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Never punish or belittle a participant for losing or making mistakes.
- Publicly accept officials' judgements and encourage players to do so.
- Support every participant's involvement and help them enjoy their sport.
- Use correct and proper language at all times.
- Ensure sessions can be scaled for all abilities (from beginner to advanced) and that all teams are prioritised equally (in terms of tactics taught and providing feedback).
- Ensure demeanour in sessions is positive, welcoming and encouraging.
- Ensure the club's aims and objectives, as outlined by the committee, are respected and adhered to during sessions and matches.

Health and safety

The club intends to ensure, as far as is reasonably practicable, that adequate measures are taken on a proactive bases to reduce to a minimum the risk of injury to participants and spectators from korfball activities.

All members have a shared responsibility to ensure the health and safety of others, and this shared responsibility reduces the burden on any one person to an acceptable level. To aid in this responsibility, members can:

- Ensure that all equipment being used is safe and appropriate.
- Ensure the korfball post bases are stable, and that all post sections and the korf are securely attached.
- Use proper manual handling technique when moving heavy equipment (such as posts) and to take care of others who are nearby when doing so. Korfball posts should only be carried by adults.
- Be on the lookout for hazards (e.g. damaged or uneven floors, spills, trip hazards).
- Speak to a coach or committee member at the earliest opportunity if they have any concerns.
- Immediately notify a coach/official if an injury occurs during training or in a match.

All members should consider the health of others (especially those who may be vulnerable) and are advised against attending training when they have an infectious disease in order to reduce the likelihood of spread to other members of the club.

- **Gastrointestinal illness:** Do not attend training/matches/socials until at least 48 hours have passed since your last GI symptoms (i.e. diarrhoea or vomiting).
- **All other illness:** Wait until your symptoms have cleared and you feel well enough to attend any training/matches/socials. You should not attend if you have an active fever, even if you feel well enough otherwise.
- If a healthcare worker has instructed you to isolate or refrain from any activities, this takes precedence over the above guidance.

Medical conditions

Any participants must have the appropriate medications to hand (e.g. inhalers for asthma sufferers), and it is recommended that coaches are notified of any condition that could have an impact on training.

If blood is spilled onto a participant's playing clothing, the item of clothing must be changed to prevent contamination. If an injury is anything other than superficial and the participant is in need of urgent care, they should be taken to hospital or an ambulance should be called for.

Concussions

The club takes concussions seriously, and we follow the **UK Concussion Guidelines for Non-Elite (Grassroots) Sport**.

In summary, anyone suspected of having a concussion will be removed from play immediately ("**if in doubt, sit them out**") and will not be returned to play until either a concussion is ruled out or they have recovered from the concussion and have followed a graduated return to activity programme.

Participants' attire

All participants are responsible for ensuring they are suitably dressed for the activity.

- **Jewellery** – Participants should remove fashion items (such as earrings and bracelets) or tape them up. Any religious or medical bracelets can be covered with a sweat band if they cannot be removed.
- **Watches** – Participants should remove any watches, including fitness trackers.
- **Glasses/spectacles** – Participants must ensure their glasses are securely fitted during training and matches.
- **Footwear** – Participants must ensure their footwear is suitable for the playing surface and conditions, and ensure they are securely fastened at all times.
- **Fingernails** – All fingernails must be kept short (i.e. not visible when looking at them from the palm side of the hand). This applies in both training and matches.
- **Hair** – Long hair must be tied back in such a way as not to cause a risk of injury. Large hair clasps made of hard plastic are not advised as these are an injury risk to you and others.

Food and drink

- Glass bottles are not allowed at training sessions and matches, and they should be kept well away from the playing surface at all times.
- Any bottles used should be resealable in order to prevent spillages. Any spillages that do occur should be cleaned immediately.
- To avoid choking hazards, participants should not have any food in their mouth when playing, including chewing gum.

Alcohol, drugs or banned substances

- Participants are not allowed to take part in a training session or match if they are considered to be under the influence of alcohol, non-prescription drugs or any other banned substances.
- Anyone participating in matches or tournaments should refrain from consuming any performance enhancing drugs, and the coaches will not promote their use.

Prior Notification of Policy Requirements

CCKC will ensure that all members, coaches, managers and volunteers have read the policy and are aware of the requirements it places upon them. New committee members should be made aware of their responsibilities for health and safety by their predecessor in either a handover document or meeting.

Review and Amendment

This policy will be periodically reviewed by the committee to ensure its effectiveness. Amendments may be made as necessary to address new challenges or situations.