

Code of conduct and Terms & Conditions for H.S.S.Club Members

27/02/15

Purpose

The purpose of this code is to provide a clear framework within which members of the H.S.S.Club are expected to conduct themselves. The H.S.S.Club strives to maintain a safe and enjoyable environment for its members, staff and volunteers and in which honesty, integrity and respect for fellow members, staff and volunteers is constantly reflected in personal behaviour and standards of conduct.

Principles

- The H.S.S.Club is a part of Rochdale Gateway Leisure Ltd, and the actions and behaviour of its members has an impact on people, as well as on the local environment and the community. Members are expected to have regard for the impact of their personal behaviour towards others, environment and our community.
- This code covers some of the most important issues relating to personal conduct, and gives a framework of standards and behaviour guidelines, but it is not intended to be exhaustive.

Standards of personal behaviour

Equality of opportunity

One of the H.S.S.Club's core values is the promotion of inclusivity and valuing diversity'. All members regardless of their gender, race, ethnic background, culture, (dis)ability, sexual orientation, age, religion. See RGLL's equal opportunities policy.

Harassment and bullying

To secure an environment in which members are able to flourish and to achieve their full potential, the club is committed to ensuring that everyone is able to enjoy and to participate in activities at the club without fear of harassment, bullying or intimidation. Everyone at the club has a part to play by ensuring that their own behaviour, whether intentional or unintentional, does not constitute harassment.

H.S.S.Club expects you, and you agree to let someone in charge know if anything happens that makes you unhappy/uncomfortable whilst you are at the club.

The H.S.S.Club will take action against inappropriate behaviour which shows lack of respect for others or which leads people to feel threatened.

Health and safety

The H.S.S.Club places a high priority on providing a safe environment and will act positively to minimise the incidence of all risks as required by the Health and Safety at Work Act 1974 and other associated legislation. All activities should be carried out with the highest regard for the health and safety of members, staff and volunteers. Our aim is excellence in health and safety, by means of continuous improvement of standards, and the comprehensive use of risk assessments so as to systematically remove the causes of accidents/incidents and ill-health. This together with more specific aims and objectives reflects the Club's commitment to promote well being.

Relationships

The Club does not concern itself with the private lives of its Members unless they affect its effective operation or its reputation.

Performance

The H.S.S.Club expects individuals to follow all reasonable rules and instructions given by those supervising or managing the club.

Misuse of drugs and alcohol

Anyone under the influence of alcohol or non-medically prescribed drugs will not be allowed into the club.

Conduct outside the club

The Club does not seek to dictate how members conduct themselves in their personal lives outside club. However, unlawful, anti-social or other conduct by members which may jeopardise the club's reputation or position will be dealt with through the disciplinary procedure and may lead to **“Warnings/suspensions/reporting of incident/referral made to LD/VA team, CTLD” and/or exclusion from the club.**

Dress code

The club does not operate a formal dress code for its members; however, members must ensure that their dress is appropriate and that they present a good acceptable image and one that reflects sensitivity to others. This may reflect their ethnicity and lifestyle, but should not be provocative or cause offence to those with whom they have contact.

Access to confidential information

Although the H.S.S.Club strives to conduct its activities in an open fashion there will be times when individuals, through their positions as members of club, staff, line managers etc, become aware of confidential information, either about other individuals or in connection with the clubs activities. Individuals should be aware of the need to keep such matters confidential and to respect the proper channels of communication for such information.

Use of IT equipment, internet and social media, usage of mobile phone/camera

- Usage of such equipment will not be allowed (in particular, members using any equipment to create, display, produce, store, circulate or transmit obscene or pornographic material in any form or medium) members who do not behave reasonably and appropriately may be subject to suspension/exclusion from the club and action taken in accordance with relevant procedures and policies of RGLL.

Warnings/suspensions/exclusion/reporting of incident

We will **only** consider your return to the club if it is deemed to be safe for you and other members of the club.

There will be a transition period. You will be asked for your permission for relevant referrals to be made i.e. **CTLD** (this will be a condition of your transition and consideration for your return to the club).

Breaches of this code/Terms and conditions

This code of conduct has been drawn up to provide a source of guidance to the club members. This is a contractual document and can be amended at any time by the Club with 14 days notice which will be only displayed at the club notice board and not sent out to individual members (you can request an updated copy at any time). All members must comply with both the provisions of this code, terms and conditions and H.S.S.Club and RGLL's policies and procedures, Terms and conditions of membership breaches of which will be taken seriously and may result in action and including exclusion from the club.