

## **University & Teachers Rugby Union Football Club Cairns Inc.**

### **Policy Number 2: CLUB VALUES and CODE OF CONDUCT**

Version 1.

Update: 12 February 2018

Committee Approval: 28 March 2018

1.0 The University & Teachers Smithfield Rugby Union Football Club Inc. are committed to leading by example, treating all individuals with respect and consideration, and providing a club community that is welcoming, safe and supportive for all individuals to enjoy Rugby.

#### **2.0 Definition of Values:**

2.1.1 Important and lasting beliefs or ideals shared by the members of our club and is the basis of our culture. Defines what is good or bad and desirable or undesirable. Values have major influence on a person's behavior and attitude and serve as broad guidelines in all situations so our club is held in high esteem or regard by the community.

2.1.2 Club Values include:

- **Accountability**  
Definition – answerable for one's conduct, discharge of assigned responsibilities or performance.
- **Honesty**  
Definition - the quality of telling the truth and being able to be trusted to work for and in the best interests of the club.
- **Hardworking**  
Definition – Participating and prepared to do your best at all times for the club.
- **Transparency**  
Definition - operating in such a way that it is easy for others to see what actions are performed and why.
- **Discipline**  
Definition – having self-control, putting others first and leaving your ego at the gate. Following club's Code of Behaviour.
- **Inclusivity**  
Definition - An intention of including people who might otherwise be excluded or marginalized. Our club encourages past and present players and their families to stay connected and be a part of our current and future plan – longevity of the club for all generations to enjoy.
- **Recognised as an organisation of value to the Cairns Community**  
Definition – a club that people want to be a part of and support because of our reputation, important ties to the community and our culture. Contributing and participating in significant community projects.

### **3.0 MANAGING CODE OF CONDUCT**

3.1 University & Teachers Smithfield Rugby Union Football Club Inc. are set to establish and maintain the standards of performance and behaviour to ensure that participants/members act in a professional and respectful manner and to ensure the game is played and conducted with a disciplined and sporting behaviour.

#### **4.0 Definition of Code of Conduct:**

4.1.1 The Code of Conduct is the document which describes the behaviour expected of its Membership.

#### **5.0 Purpose of a Code of Conduct**

5.1.1 This policies purpose is to both re-inforce the values, (and therefore the culture) of the organisation contained in the Club's Charter, as well as provide a mechanism for Management or Members alike to redress transgressions of values and culture.

5.1.2 It informs both current and future Club Members (as well as stakeholders) of the expectations in behaviour of membership of our club.

5.1.3 It is useful in providing a check and balance for Management when making decisions that can be questioned ethically, and when formulating policy.

#### **6.0 Principles of Code of Conduct:**

6.1.1 The Code of Conduct for the University & Teachers Smithfield Rugby Union Football Club Inc. Members contains the following principles:

1. Respect.
2. Contribution and co-operation
3. Positivity
4. Willingness to learn
5. Willingness to pass on knowledge
6. Assisting in Club tasks, eg home game set up.
7. Attending Club functions
8. Encouraging others to "walk the talk"<sup>[5]</sup>

## University & Teachers Smithfield Rugby Union Football Club Inc.

### - Expectations of Behaviour Guidelines:

#### 7.0 COMMITTEE MEMBER'S CODE OF CONDUCT

Being nominated by the members onto the committee means:

- 🍷 A commitment to live and promote values and code of conduct protecting the culture and reputation of the club showing leadership.
- 🍷 Putting an effort in to know your legal and fiduciary responsibilities (see below).
- 🍷 Knowing what legal defences are open to you as a public figure (see below).
- 🍷 Each committee member will contribute to creating a supportive environment for the committee to work towards achieving club goals agreed to by the committee (e.g. being delegated portfolios).
- 🍷 Support the club, carry out duties effectively and be respectful of other committee members.
- 🍷 When the committee makes a decision, it is made in a lawful, democratic and transparent way and every committee member needs to put their weight behind the decision, maintaining solidarity (confirming committee's agreed course of action with non-committee members) whether they voted for the decision or not. Any undermining of the agreed decision to get your own way will be seen as against the code of conduct. Normal procedure may be followed and the president can be approached to put the item on the agenda again at an appropriate time.
- 🍷 Understanding the importance for being a representative of the committee each member will demonstrate their support by assisting where possible eg attendance at games and club events, interactions with players, coaches, sponsors, and supporters / volunteers reflecting and role modelling appropriate behaviours in their club duties.
- 🍷 Committee members will offer to assist where they can in sharing the load of committee work, planning for and running games days, and brainstorming new ideas to improve functioning of the committee towards desired outcomes.
- 🍷 Be visibly inclusive by spreading the word notifying all members of scheduled club games, Sponsors Day, and Ladies Day well in advance of event and send a reminder encouraging them to attend and participate wherever possible.
- 🍷 Support all efforts to remove verbal and physical abuse from Rugby, and discourage any abuse if seen or heard stating this is not our (the club's) code of conduct.
- 🍷 Be supportive of the coach in his endeavour to develop the team.
- 🍷 Make awareness of our Code of Conduct policy with access on JCU web page.
- 🍷 Behave in a manner to set an example for all members.
- 🍷 Take every opportunity to be welcoming of new and recruited players (and their families), supporters, and sponsors to expand our Club Rugby Community.

Definition: Fiduciary: you've been entrusted by the members to run the club in a proper manner which includes compliance and conformance.

Legal responsibilities – Occupational Health and Safety, Civil Laws (impropriety) and regulations governed by the Office of Fair Trading which comes under the

Incorporated Associations Act 1981 (governs Associations, Charities, not-for-profits in Qld)

## 7.1 SUPPORTER'S / VOLUNTEERS CODE OF CONDUCT

Based on the following principles and guidelines:

- 🕒 Players are involved in Rugby primarily for their enjoyment and to play as a part of our team, support this endeavour.
- 🕒 Remember supporters just turn up on game day, the players have 2 other nights each week that they are expected to attend training sessions – reward their hard work and effort by applause (win or lose).
- 🕒 Encourage all players to always play by the laws of the game.
- 🕒 Never ridicule or yell at a player for making a perceived mistake or losing a game?
- 🕒 It is hard enough for the players to live up to the expectation of not talking to the referee in the line of battle so as a supporter it's your job to be disciplined in relation to comments to referee .
- 🕒 Support all efforts to remove verbal and physical abuse from Rugby. Sledging is not accepted in any shape or form.
- 🕒 Be a good role model. Applaud good play by your team and by members of the opposing team.
- 🕒 Assist wherever possible when asked by a coach, club official.
- 🕒 Make positive comments in the spirit of Rugby and role modelling good sportsmanship.

## 7.2 COACH'S CODE OF CONDUCT

Based on the following principles and guidelines:

- 🕒 Be informed of and up to date with changes in the laws of the game and educate players accordingly.
- 🕒 Keep yourself informed on sound coaching principles and the principles of growth and development of players at different levels.
- 🕒 Encourage opportunities for less confident players to develop skill improvement and all players to follow the conduct of good sportsmanship.
- 🕒 Develop connections with new and recruited players (and their family) to expand the Club Rugby family.
- 🕒 Ensure that all players have an opportunity to participate in Rugby irrespective of ability (when appropriate).
- 🕒 Take into consideration training attendance, training quality and club support and engagement.
- 🕒 Make players aware of no train no play policy.
- 🕒 Insist on Fair play, do not tolerate foul play, fighting, or foul language. Be prepared to take off an offending player as a consequence for this behaviour.
- 🕒 Demonstrate leadership in the promotion and understanding of respect towards referees and opposing teams.
- 🕒 Display control, respect and professionalism to all involved with the sport and encourage players to do the same.
- 🕒 It is desirable that a coach develops a team culture of positivity, fairness, purpose and social interaction on and off the field.
- 🕒 Ask for support / assistance from current and past players, experts in the field, committee members and volunteers / supporters as needed to share the load.

### 7.3 PLAYERS CODE OF CONDUCT

Based on the following principles and guidelines:

- 🕒 Always play by the laws of the game and in the spirit of Rugby.
- 🕒 Focus on working equally hard in developing skills/game plan for yourself and your team - your team's performance will benefit as well as your own.
- 🕒 When on the field never argue with the referee's decisions. Let your captain or coach ask any necessary questions – when appropriate raise issues with them.
- 🕒 Control your temper - no mouthing off (verbal abuse) at referee or linesman.
- 🕒 Play Fair - treat all players, as you yourself would like to be treated. Don't interfere with, bully or take unfair advantage of any player.
- 🕒 Shake hands with all of the opposing team at the beginning and conclusion of the match, and clap them off in the spirit of good sportsmanship, win or lose.
- 🕒 Display modesty in victory and graciousness in defeat - Be a good sport.
- 🕒 Do your part in skill development and learning your club's game plan by turning up to training as often as you can.
- 🕒 Be respectful by discussing any limitations to attending training (e.g. work commitments) with your coach, prior to the session.
- 🕒 On home game days in the best interests of the club willingly assist in the preparation prior and pack up after the game.
- 🕒 At home or away from home games leave the dressing room clean the way you found it.
- 🕒 Have Respect for the jersey – do not throw it on the ground always put it back in the jersey bag.
- 🕒 Each player be co-operative by taking turns in collecting and washing team jerseys and being responsible to bring them to the following week's game.
- 🕒 Continue the spirit of co-operation with your coach, teammates, and medical support staff to make the game of Rugby enjoyable of all involved.
- 🕒 Full payment of fees is expected at the time of registration in order for the club to pay for equipment and kits (e.g. jerseys, footballs etc). If you have any difficulty in complying with this part of the code should be taken up with the president or the person delegated for the collection of the fees.

### 7.4 CODE OF CONDUCT OFFICIAL DECLARATION FORM

By registering as a **Player / Coach / Committee Member/ Volunteer** with the University Rugby Football Club Cairns Inc. I agree to abide by these principles.

I support the Club in its undertakings and encouragement of the Club's Code of Conduct and will take all actions to abide by them.

By signing and submitting this form, I acknowledge that I have fully read and understand the expectations outlined by the **University** Rugby Union Football Club's Code of Conduct and that any breaches of these codes will be received by the committee and dealt with appropriately.

**Registered Member Name:** \_\_\_\_\_

(print name)

(signature)

**Club Representative Name** \_\_\_\_\_

(witness)

(print name)

(signature)

**Date**        \_\_\_ / \_\_\_ / \_\_\_