Team Edge Hill Sports Clubs
Code of Conduct

Purpose

This Code of Conduct applies to all Team Edge Hill members, coaches, volunteers, spectators and committee members whenever they are representing the University, participating in University sport, travelling to activities, or attending organised social events.

These are in addition to the standards of behaviour set by Edge Hill University.

Expectations:

The University expects that students and coaches participating in all activities related to Team Edge Hill will always demonstrate respect for:

- Themselves, fellow Edge Hill students, university staff, students of other institutions, external venue staff, volunteers, coaches, officials and spectators and service provides (e.g. coach drivers),
- Laws and culture of the relevant sporting activities,
- Property of Edge Hill, Edge Hill Sport, Team Edge Hill Clubs and any venue they are visiting.

Participants are also expected to:

- Value their own performances, that of others and not just results,
- Co-operate with team/club mates, coaches, officials and staff.

By signing up to a Team Edge Hill Sports Club or taking out Team Edge Hill Membership you agree to abide by this Code of Conduct.

Team Edge Hill Sports Clubs
Code of Conduct

The primary concern for Edge Hill Sport will always be the welfare of students and ensure we always protect the safety and wellbeing of our members. The following standards will ensure that clubs, committees and individual members are aware of their responsibilities whilst representing the university whether in a sporting or social situation. This Code of Conduct is a localised procedure relevant to those students who are involved in Team Edge Hill Sports Clubs.

What do these standards cover?

The Code of Conduct sets out clear guidelines on the expected behaviour of the Edge Hill community when in any activity or social event under the name of Edge Hill University. All students are expected to also abide by the University's Student Charter and Non-Academic Misconduct Procedure, which all students agree to when they become a student at the University:

Student Charter
Non-Academic Misconduct Procedure

What are the aims of this Code of Conduct?

- To complement Edge Hill University's Student Charter and Non-Academic Misconduct Procedure,
- To protect members of Team Edge Hill,
- To protect others potentially affected by members' actions,
- Ensure the highest possible standards of fairness, honesty, competition and behaviour,
- Reduce the risk of harm, injury, harassment and nuisance to members and the community in general,
- Create inclusive and vibrant student groups,
- Facilitate an environment to enable all those involved with Team Edge Hill to be the best they can be,
- Detail the actions that can be taken should the Code of Conduct be breached to ensure a strong reputation both internally and to the University externally.

To whom does this Code apply?

- All members of a Team Edge Hill sports club,
- All persons officially appointed to any team or individual competing in an event (including administrators, coaches, managers, medical practitioners and physiotherapists),
- Spectators of all Team Edge Hill Sports Club training and fixtures.

Behavioural Expectations

All Team Edge Hill Sports Clubs members agree to abide by the behaviours outlined in the non-exhaustive list below:

- To act as an appropriate ambassador for Edge Hill University and your club.
- To refrain from any behaviour that brings the Club, Edge Hill Sport or Edge Hill University into disrepute.
- To conduct themselves in a reasonable manner relating to language, noise and behaviour meeting the expectations of the Edge Hill community.
- Promote an inclusive environment where all members feel welcome, valued and able to participate regardless of background, identity, ability or experience.
- Challenge inappropriate behaviour and support others in reporting concerns where safe to do so.
- Contribute positively to club culture both in-person and online.
- To encourage and guide participants to accept responsibility for their own performance and behaviour.

- To adhere to the Sports Club Constitution, general rules, regulations and policies of Edge Hill University (which includes, but is not limited to, Edge Hill Students Charter, Non-Academic Misconduct Procedure, University Health and Safety Policies, Edge Hill Sport Terms and Conditions).
- To adhere to the rules and regulations of the relevant sports' governing body, and where necessary the relevant international federations, agreeing to always demonstrate sporting behaviour towards opponents, staff and officials.
- To never behave violently where this is outside the rules of the sport or deliberately seek to gain an advantage through cheating.
- To be fair, considerate, honest and respectful to the needs of fellow students, staff, volunteers, coaches and visitors to Edge Hill.
- To respect Edge Hill's property and that of others (e.g. external facilities, other institutions and transport providers), and not cause damage to such property or use it for unapproved purposes.
- To adhere to the rules and regulations in the EHU IT Acceptable Use Policy and take personal responsibility for their words, images and actions in an online environment.
- Alcohol Consumption
    - Members must consume alcohol responsibly and ensure their behaviour does not negatively impact their own safety, the safety of others, or the reputation of Team Edge Hill.
    - To not consume or carry alcohol:
        - whilst being transported, whether by hire car, minibus or coach, to or from any activity organised under the umbrella of the Club, Edge Hill Sport or the University,
        - within, or near, any sporting facility
- To refrain from use of any illegal drugs and banned substances in line with UK Anti-Doping guidance and the Non-Academic Misconduct Procedure. The consumption of legal "highs" is also prohibited.
- To act within the law, and to be aware of offending others and members of the public through anti-social behaviour.
- To not pressure or coerce any other member into any action with which they feel uncomfortable or which acts against the code of conduct.
- To understand that any 'welcome' activity for new club members should be inclusive, non-compulsory, and should not, in the judgement of Edge Hill Sport, make the individuals feel humiliated uncomfortable or degraded.
- To refrain from any form of 'problem initiation' throughout the year so clubs remain inclusive for all.
- To take responsibility for their own understanding of this Code of Conduct and the repercussions of any breaches and seek further information or clarification if they are unsure about how it should be applied.

Committee Member Responsibilities

Committee members hold positions of trust and leadership within Team Edge Hill Sports Clubs and are expected to uphold the highest standards of behaviour, integrity and accountability. In addition to complying with this Code of Conduct, committee members are responsible for fostering a positive, inclusive and safe club environment.

Committee members are expected to:

- Lead by example at all times, demonstrating behaviours that reflect the values of Team Edge Hill, Edge Hill Sport and Edge Hill University.
- Promote, communicate and actively support compliance with this Code of Conduct amongst all club members.
- Take appropriate and timely action when behaviour falls below expected standards, seeking support from Edge Hill Sport and/or other University departments including Student Casework team where required.
- Report concerns relating to welfare, safeguarding, misconduct, discrimination, harassment, bullying or health and safety promptly through the appropriate channels.
- Ensure all club activities, including training sessions, fixtures, trips and social events, are organised and delivered in accordance with University policies, procedures and guidance.
- Ensure social activities are inclusive, voluntary, appropriate and compliant with the University's guidance on problem initiations, alcohol consumption and member welfare.

- Complete all mandatory training and development requirements set by Edge Hill Sport and ensure relevant committee members do the same.
- Maintain accurate and up-to-date club communication channels, including social media accounts, messaging groups and mailing lists, ensuring they are used appropriately and responsibly.
- Cooperate fully with any investigation, disciplinary process or welfare enquiry involving the club or its members.
- Act in the best interests of all club members and contribute to creating an environment where individuals feel welcomed, respected, supported and able to participate safely.
- Ensure new members are made aware of this Code of Conduct and understand the expectations associated with Team Edge Hill membership.
- Escalate concerns where necessary and never attempt to manage serious welfare, safeguarding or disciplinary matters without involving Edge Hill Sport or the appropriate University services.

Welfare and Safeguarding

The welfare, safety and wellbeing of Team Edge Hill members is a priority. Every member has a shared responsibility to contribute to an environment that is safe, inclusive and respectful for all participants.

Members are expected to:

- Take reasonable steps to protect their own welfare and the welfare of others.
- Report any concerns relating to welfare, safety, safeguarding, bullying, harassment, discrimination, victimisation, inappropriate conduct or behaviour that may place an individual at risk.
- Support fellow members in seeking help where concerns arise and encourage a culture where reporting concerns is viewed positively.
- Cooperate with any welfare, safeguarding or disciplinary processes when required.

Where there is an immediate risk of harm, threat to safety, medical emergency or criminal activity, members should contact the appropriate emergency services and/or University Security without delay.

Concerns can be reported confidentially to Edge Hill Sport, Student Services, the Student Casework Team, or any other appropriate University representative. Reports will be handled sensitively, fairly and in accordance with relevant University policies and procedures.

No member will be disadvantaged for raising a genuine welfare or safeguarding concern in good faith. Deliberately false or malicious allegations, however, may be considered under this Code of Conduct.

Team Edge Hill is committed to creating an environment where all members feel safe, valued, included and able to participate free from fear of bullying, harassment, discrimination, abuse or victimisation. This expectation applies equally to sporting activities, training, competitions, travel, social events and online environments.

Off Campus

The University works hard to build good relationships with its local communities. It works with residents' associations, local representatives and the police in order to help make Edge Hill campus and the surrounding area safe and friendly environments to live in. In that context, students are expected to:

- Help to support these relationships in the way that they conduct themselves in the surrounding area,
- Be considerate to their neighbours, especially in relation to noise levels and rubbish,
- Act within the law and not engage in activity or behaviour that is likely to bring the University into disrepute.

Initiations Policy

Edge Hill University **does not** permit Problem Initiation Ceremonies.

A ‘problem initiation’ includes any activity that could reasonably be perceived as resulting in risk or occurrence of physical or mental detriment to participants. It is a problem initiation regardless of whether it has been labelled as such by the group, regardless of an individual’s willingness to participate, and regardless of where and when it takes place (BUCS Definition 2020).

Problem activities and behaviours

Inappropriate or dangerous activities or behaviours associated with 'problem initiations' include but are not limited to:

- Bullying, harassment and power inequality, often used to coerce participation in activities, challenges and other risky behaviours designed to humiliate, often against a person’s will
- Consumption of excessive quantities of alcohol
- Consumption of abnormal/unpleasant substances
- Forced acts of nudity/nakedness
- The humiliation of a person in public (i.e. setting someone up to fail)
- Isolation or ostracising of individuals through the removal of their mobile phones, geographical remoteness or physical isolation
- Physical acts perpetrated against a person’s body (e.g. shaving their hair)
- Psychological torment
- Sexual assault
- Sexual harassment
- Victimisation of a specific group of individuals (e.g. “Freshers”)
- Wearing of items or clothing that could be deemed degrading or offensive.

What are acceptable social activities?

Social activities such as those identified below are encouraged. You should aim to create activities that are welcoming and inclusive to new members and provide a positive first impression of university life, and throughout the year support a positive club culture.

Acceptable social activities include:

- Welcome evening for new members,
- Team and Club meals,
- Social nights,
- Team bonding activities (e.g. paintball, bowling)
- Celebrations (e.g. Birthday and Christmas meals).

When planning and running club social activities, the following must occur:

- All activities must be opt-in and have no bearing on the acceptance into the team/squad selection or equivalent,
- Peer pressure must not be exerted on individuals,
- Activities must not be humiliating, unlawful or degrading,
- Activities must not involve the forced consumption of any fluid/substance,
- Taking of alcohol to the activity/event must not be made a condition of attendance,
- If activities involve alcohol then non-alcoholic drinks must be made available,
- Activities must not bring the reputation of the University into question or disrepute.

What is an organised Team Edge Hill Sports club activity or social?

If any of the following criteria apply, then an event or social is deemed as being ‘organised’ by the Club:

- Activity publicised at a Club meeting,

- Activity in any way publicised by the Club,
- Activity funded in part or in whole by Edge Hill Sport or through a club's private accounts,
- Activity requiring the use of equipment owned by the Club/University,
- Activity where group transport is booked through Edge Hill Sport,
- You are wearing clothing that identifies you with Edge Hill University, Edge Hill Sport or your club (including fancy dress),
- Activity publicised on social media pages (i.e. Facebook groups and twitter) and the Edge Hill Sport website(s),
- Any team/club social/event will be classed as an organised event.

Competitions & Fixtures Policy

When representing Edge Hill in competitions and/or fixtures, each competitor must:

- Adhere to the laws of the sport.
- Display and promote high standards of behaviour.
- Promote fair play.
- Always respect the official's decision.
- Refrain from engaging in public criticism of game officials.
- Refrain from engaging in offensive, insulting or abusive language or behaviour, whether expressed verbally or via social networking sites or other technology.
- Refrain from engaging in bullying, intimidating or harassment, whether expressed verbally or via social networking sites or other technology.
- Speak to your club-mates, opposition, coaches, officials and all staff with respect.
- Win or lose with dignity. Thank the opposition and official at the end of every game.
- Report or identify any individual whose behaviours breach this Code of Conduct.

Social Media Advice

Team Edge Hill Clubs Committees must provide Edge Hill Sport with a list of all club social media accounts prior to the start of the season and when any new accounts are set up. All social media accounts must have an owner, who will be responsible for all activity that the account engages in. This includes, but is not limited to, posts on the account, comments on any posts, and messages sent to other accounts. Edge Hill Sport must be permitted access to view any non-public club social media accounts, if requested, for monitoring purposes.

Sports club members must always be aware that, whilst contributing to social media activities, they are ultimately representing the University. Appropriate use of club accounts is required along with appropriate use of personal accounts when representing the University or discussing Team Edge Hill related topics. All members should ensure that the communication has a purpose and a benefit for the Club and the University

Members should remember that:

- Screenshots can be shared regardless of privacy settings.
- Conduct on personal accounts may still be considered under this Code when there is a clear connection to Team Edge Hill, Edge Hill Sport or the University.
- Group chats and messaging platforms are also covered by this Code.

Any communications that sports club members make in a Sports Club capacity through social media must not;

- do anything that could be considered discriminatory against, or bullying or harassment of, any individual, for example by:
    - Making offensive or derogatory comments related to protected characteristics including sex, gender reassignment, race (including nationality), disability, sexual orientation, religion or belief or age that unlawfully interferes with the wellbeing of others,

    - Using social media to bully another individual,
    - Distributing, or be involved in the distribution of, material on any social media platform that can be deemed offensive, abusive, threatening, humiliating, degrading or intimidating that unlawfully interferes with the wellbeing of others.
- Bring the University/Edge Hill Sport into disrepute, for example by:
    - Criticising or arguing with students, employees or competitors or making defamatory comments about individuals or other organisations or groups,
    - Posting images that are inappropriate or links to inappropriate content,
    - Breaching confidentiality by revealing private information owned by the Club or University, or about an individual,
    - Breaching copyright by using images or content without permission or failing to give acknowledgement.

Reporting breaches to the Sport Code of Conduct

If any individual and/or club have concerns over the behaviour of individuals and/or a club, please report it directly to

- Edge Hill Sport Sports Development team or an email to teamedgehill@edgehill.ac.uk or
- The Student Casework Team via email studentresolutionservice@edgehill.ac.uk.

If Edge Hill Sport are made aware of any incidents that are in breach of this code, it shall:

(i) Contact the Sports Club Committee and/or individuals involved to obtain further information and identify if any action has been taken by the sports club, at this stage only minimal information should be collected to assess the appropriate method of continuation.

(ii) Edge Hill Sport may discuss the incident with the Student Casework Team and decide upon the appropriate method for continuation (the Non-Academic Misconduct Procedure may be invoked if the breach is of a sufficiently serious nature which will be led by the Student Casework Team under that Procedure; Team Edge Hill sanctions may subsequently be applied after any University sanctions).

(iii) If the incident does not proceed through the Non-Academic Misconduct Procedure Edge Hill Sport will appoint a suitable person (Investigating Officer) to investigate the alleged breach. The Investigating Officer will make whatever enquiries they deem necessary and produce a report setting out details of the incident.

a. If the Investigating Officer is satisfied that a breach may have occurred, the Investigating Officer shall decide if action is required.
    i. If it is decided that no action is required, this will be recorded on the Team Edge Hill Incident Database.

b. The Investigating Officer will provide the following information to the student in writing usually within 10 working days of completing their initial enquiries:
    i. details of the Incident, notification of the allegations being considered, and a summary of the information gathered by the Investigating Officer
    ii. details of the next steps.

c. Where the Investigating Officer is unable to provide all the above information, for example, because of the nature of further enquiries, the Investigating Officer will provide the student with the information that is available and then provide further information when it becomes available.

d. The student will be notified in writing as soon as reasonably practicable if there is any variation of the allegation/s at any stage.

(iv) Procedure

a. The Investigating Officer will invite the student to either admit the alleged misconduct (and make any representations about the action that the University should take) or to deny the alleged misconduct.

b. The student will be given an opportunity to provide any evidence in support of their case or any evidence in relation to mitigating circumstances in writing within 10 working days of being formally notified of the allegation

c. The student will be given an opportunity to meet with the Investigating Officer within a reasonable time period. Although this procedure sits outside of the Non-Academic Misconduct Procedure, the student may be accompanied by another student or an advisor from the Students' Union, but the student is expected to make their own representations.
d. If the alleged misconduct is admitted in full by the student, the Investigating Officer will determine whether it is appropriate to impose a sanction/s on the student and, if so, decide which sanction/s should be imposed.
e. If the alleged misconduct is not admitted by the student, the Investigating Officer will decide if there is sufficient evidence to establish on the balance of probabilities (it is more likely than not) that misconduct has occurred and will determine whether it is appropriate to impose a sanction/s on the student and, if so, decide which sanction/s should be imposed.
f. The student will be notified in writing of the Investigating Officer's decision and details of any sanctions being imposed together with the reasons for the decision and of the right to appeal that decision within 10 working days of the decision being made.
g. The Investigating Officer may at any stage decide that the Incident could follow the university's Non-Academic Misconduct Procedure. In such circumstances, the Investigating Officer will stop this misconduct route and discuss the case further with the Student Casework Team. The student will be notified in writing as soon as reasonably practicable by the Investigating Officer of any change in the misconduct route.
h. The Investigating Officer has discretion to vary the procedure set out above if they decide that it is fair to do so.

(v) Appeal

a. The following are the only grounds of appeal which will be considered:
    i. that there was a material procedural irregularity which may have affected the outcome;
    ii. that there is evidence which was not considered by the Investigating Officer which may have affected the outcome and which the student could not reasonably have been expected to have submitted at the time; or
    iii. that the decision is not one which, given the evidence, could be reasonably sustained.
b. If the student wishes to appeal the decision of the Investigating Officer, they must notify the Sports Development Manager in writing within 10 working days of receiving the investigation outcome. The student should make representations as to why they believe the outcome was unfair and provide the Sports Development Manager with any new information that was not considered during the investigation.
c. The Sports Development Manager will review the student's grounds for appeal, along with the investigation outcome, and may contact the investigating officer to address any points raised.
d. The Sports Development Manager may uphold the decision of the Investigating Officer or set aside the decision of the Investigating Officer and substitute their own decision.
e. The Sports Development Manager has the discretion to make a decision and / or impose a sanction that is more or less serious than that imposed by the Investigating Officer. The Sports Development Manager's decision is final.
f. The student will be notified in writing of the Sports Development Manager's decision together with the reasons for their decision within 10 working days of the decision being made.

For any breaches that result in criminal or University investigations Edge Hill Sport will suspend the investigation process at any stage until the criminal or University investigation is completed.

A conviction in Criminal Court or sanctioned through the university's Non-Academic Misconduct Procedure will be taken by Edge Hill Sport as conclusive evidence that the offence has occurred, and no further investigation of the facts will be required. Edge Hill Sport may still act under this Code of Conduct.

Where a decision is taken to not to pursue a criminal case against the student or where the student has been acquitted of a criminal offence or no sanction taken within the universities university's Non-Academic Misconduct Procedure, Edge Hill Sport will consider the student's behaviour under this Code of Conduct and may still take sanctions.

Potential Breaches of the Sports Club Code of Conduct

The following list provides examples of misconduct that may be considered under the Code of Conduct. The list is illustrative and is not exhaustive.

- Individual or multiple instances of inappropriate sportsmanship / behaviour misconduct
- Inappropriate physical sportsmanship during course of the fixture (e.g. resulting in sending off)
- Behaviour that has or has the potential to cause damage to the reputation of the University
- Verbal Abuse
- Causing damage to property or inappropriate use of University facilities such as IT;
- Use of inappropriate language
- Physical misconduct including physical violence;
- Threatening, offensive, indecent, intimidating, bullying, harassing, abusive conduct, or conduct otherwise detrimental to the wellbeing of others;
- Failure to comply with rules or regulations; for example, causing a disturbance during transport to a fixture or smoking in non-designated areas;
- Refusal to respond to a reasonable request by relevant University staff; for example, refusing to confirm identity when requested;
- Unacceptable social activities or responsible for organising any unacceptable behaviour
- Causing distress to others through excessive and unacceptable levels of noise;
- Conduct of a kind which contravenes the principles set out in the University's health and safety and wellbeing policies, including showing disregard for one's own health and safety, disregard for the health and safety of others or misusing or interfering with facilities that have a health and safety purpose
- Abuse, trolling or nudity/offensive content over social media
- Abusive language about a university team (Internal or external) on a personal account.
- Abusive language using a club's social media account
- Committee / player not assisting with enforcing Code of Conduct / or not reporting incidents
- Committee / player not assisting with investigation
- Conduct of a kind which may lead to or has led to conviction under the criminal law;
- Sexual misconduct including indecent behaviour, sexual harassment and sexual violence;
- Malicious or vexatious allegations against another student or staff and/or
- Persistent refusal to comply with a sanction imposed in relation to an act of misconduct.

Potential Sanction of Breaching the Sports Club Code of Conduct

The circumstances and context of each case will be considered when determining whether a sanction/s should be imposed and if so, which sanction/s should be imposed and, where relevant, the timeframe for compliance. The following list provides examples of sanctions that may be imposed by the Investigating Officer. The list is illustrative and is not exhaustive.

- Information will be shared /reported to the University's Student Casework Team and/or Police including details of any sanction taken
- The provision of a caution with a record kept of the incident on the Team Edge Hill Incident Database.
- The payment of any fines incurred through the sports NGB whether for an individual or team.
- The payment of a fine; such a fine will not normally exceed £1,000.
- A requirement for the student / team to make good, at their expense, in whole or part, any damage caused by them whether alone or with others;
- Sanctions incurred in line with NGB's guidelines
- A written apology to any person or persons affected by the Incident
- A requirement for the student to undertake a specified number of hours of service for the benefit of the complainant, the University or the local community
- Compulsory attendance at an appropriate workshop, course and/or one to one session

- Suspension from all club related events (e.g. Performance (e.g. training and / or fixtures) and / or Socials) for a specified period
- Ban from representing the university in any sport or activity,
- Removal from Committee Position
- Cancellation of Team Edge Hill and/or Edge Hill Sport Membership
- Removal of privileges such as support from website and/or social media accounts
- Removal of ability of Team and / or Club to hire out or use university facilities
- Remove of, and the ability to apply for, any additional support (training time, kits, equipment etc. for a specified period)
- Removal of team from club
- Removal of Club from BUCS competition
- Closure of Sports Club
- Team and / or Club unable to attend Welcome Fair
- Team and / or Club unable to attend Varsity
- Team and / or Club unable to attend Sports Awards
- An extension of a previous sanction
- A decision to take no further action in respect of the act of misconduct

The Investigating Officer may take previous acts of misconduct by the student into account when determining which sanction is most appropriate.

Any sanction(s) levied will continue into subsequent years, if applicable.

Confirmation of sanctions may be shared with other departments, for example the University's Student Casework Team.

Please note that Edge Hill Sport reserve the right to suspend all functions of a club and/or individual members alleged to be in breach of this policy until misconduct proceedings have been concluded.

Representing your university at sport is a privilege. The demand for places on teams is high and we would therefore like to remind members that the primary focus of your participation in your chosen sport should be your sporting performance, with social activities solely complementing your student experience.

Team Edge Hill aims to create a sporting environment that is welcoming, inclusive, ambitious and enjoyable. By following this Code of Conduct, members contribute to a positive culture which supports participation, performance, wellbeing and student success.