

Section 6: 'MODEL' CODE OF PRACTICE

Outlined below is a 'model' Code of Conduct for a University Sports Club. Using the Code of Conduct Guidelines please work through the document and make it applicable to your club.

OXFORD UNIVERSITY BASKETBALL CLUB

CODE OF CONDUCT 2022-2023

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1.0 Introduction

- 1.1. "Being totally committed to the safety of its members, the 2022-2023 University of Oxford Basketball Club will operate so far as reasonably practicable, in accordance with the following document, it's risk assessment, the Proctors rules and current NGB guidelines."
- 1.2. The Oxford University Basketball Club is affiliated to the recognised National Governing Body for our sport:

Basketball England
NSC, Gate 13
Etihad Campus
Rowsley St
Manchester
M11 3FF

Tel 03006001170

Email support@basketballengland.co.uk

Web <https://www.basketballengland.co.uk/>

British Wheelchair Basketball
EIS Sheffield
Coleridge Road
Sheffield
S9 5DA

Tel 01509 279900

Email membership@britishwheelchairbasketball.co.uk

Web <https://britishwheelchairbasketball.co.uk/>

- 1.3. It is the responsibility of the Secretary to ensure that affiliation/membership is paid on the due date of October 31, 2022 and any information on new or current “Best Practice” requested. A copy of the affiliation form should be provided to the ASO as soon as the affiliation/membership is renewed and where possible.
- 1.4. The club will appoint a new committee on the 9th week of Trinity Term. The committee will serve for one complete academic year.
- 1.5. At least two members of the new committee will arrange a Safety Briefing/Compliance meeting with the Area Safety Officer (Sport) within two weeks of appointment. All clubs must have met with the ASO before the end of Michaelmas Term.
- 1.6. The reviewed and signed versions of the Code of Conduct and Risk Assessment will be supplied to the Area Safety Officer (Sport) at an agreed time after the appointment of the new committee.
- 1.7. The clubs appointed “Senior Member” is the Director of Sport.
- 1.8. It is the responsibility of the individual, to bring to the attention of the Committee, any known medical condition or previous injuries that may affect their or other Club member’s safe participation within the sport. If the issue is of a sensitive nature, then this MUST be raised via the A.S.O.
- 1.9. The Club Code of Conduct, Risk Assessment and Constitution shall be available for members on the club website under a clear ‘Safety Documents’ link.

2.0 Club Activities

FOR THE ACADEMIC YEAR 2022-2023 OUR PROPOSED ACTIVITIES WILL BE:

ACTIVITY	DAY/DATE	VENUE/LOCATION
Suummer	TBD	Iffley Road
Summer training camp	TBD	Iffley Road
Training	TBD	Iffley Road
Practice	TBD	Iffley Road
BUCS League	Wednesdays	Nation-wide
Team Trips	TBD	TBD
Holiday Dinner	TBD	TBD
End of the Year Celebration	TBD	TBD

3.0 Specialist Officers

- 3.1. The Club Committee will consist of at least three of the following officers who shall be fully matriculated members of the University:

POSITION	NAME	E-MAIL
President	Shivani Abensour	shivani.abensour@spc.ox.ac.uk
Secretary	Joshua Hayward	joshua.hayward@spc.ox.ac.uk
Treasurer	Lauryn Foster	lauryn.foster@sjc.ox.ac.uk

- 3.2. **President (or Captain or Chairperson): Shivani Abensour**
- 3.3. **Secretary: Joshua Hayward**
- 3.4. **Treasurer: Lauryn Foster**
- 3.5. Safety Officer:
- 3.6. Training Officer
- 3.7. Equipment Officer
- 3.8. First Aid Officer
- 3.9. Transport Officer

The duties and responsibilities of these individual officers are outlined in section 3 of the Code of Conduct guidelines to this document.

4.0. Event Organiser, Activity Leaders and Coaches and/or Instructors

- 4.1. The University of Oxford Basketball Club will follow the guidelines for Event Organisers and Activity leaders, as detailed in the ‘guidelines for the Code of Conduct’ as displayed in section 6 of the safety webpages at www.sport.ox.ac.uk.

The name of the Club appointed Event Organisers for 2022-2023 are:

NAME	POSITION	E-mail
TBD		

- 4.2. The name of the Club appointed Activity Leaders for 2022-2023 are:

NAME	POSITION	E-mail
TBD		

- 4.3. The name of the Club appointed Coaches/Instructors for 2022-2023 are:

NAME	POSITION	QUALIFICATIONS/EXPERIENCE	E-mail
Jamie Smith	M1 and M3 Coach	FIBA Coach Certified	smithjam@hawaii.edu
Alex Haley	W1 Coach	Basketball England Coach Certified	haleyalex1994@gmail.com
Mathias Rufino	M2	Basketball England Coach Certified	mathias.rufino@gmail.com
Chiara Spiniello	W2	Basketball England Coach Certified	chiara.spiniello@physics.ox.ac.uk

The club is reminded that the Coaches and Instructors are to provide the Sports Federation with a copy of their latest qualification, their First Aid Qualification (if held) and proof of Personal Indemnity Insurance. This information will be sent to the Sports Federation Office prior to the commencement of the new academic year (Michaelmas). It is the responsibility of the Coach and/or Instructor to renew and supply copies of the above forms.

- 4.4. Activity Participants:

Although Activity Leaders are responsible for informing participants about the exact nature of an activity, participants should be aware that they are responsible for their own actions, especially if they choose to disregard advice given by an Activity Leader or Event Organiser or Coach and/or Instructor.

5.0. University Sports Club Activities

5.1. The University of Oxford Basketball Club will undertake its activities as outlined in section 6 of the Code of Conduct guidelines to this document.

6.0. Activity Registration

6.1. The University of Oxford Basketball Club will follow the guidelines of the Trip Registration Form guidelines for trips in the United Kingdom and abroad, as detailed in section 10 and 11 of the safety webpage.

7.0. First Aid

7.1. The University of Oxford Basketball Club will follow the guidelines for First Aid provision, as detailed in section 12 of the safety webpage.

7.2. The name of the Club trained and/or qualified First Aiders for 2022-2023 are:

NAME	POSITION	QUALIFICATIONS	E-MAIL
Alex Bowmer	Public Health and Sports Medicine specialist	Graduate certifications	ajbowmer@googlemail.com

8.0. Accident and Emergency Procedures

8.1. The University of Oxford Basketball Club will follow the Accident and Emergency Procedures, as detailed in section 7 of the safety webpage.

9.0. Training Courses

9.1. In an effort to promote the highest standards of instruction, training and safety, the University of Oxford Basketball Club actively encourages its members to partake in training courses, gain experience or undertake formal assessment in our sport.

The Club will endeavour follow the guidelines for provision of this, as detailed in section 13 of the safety webpages.

10.0 Clubs Complaints Procedure

10.1. The Club operates a procedure that allows Club members to raise complaints about issues, which might include the following:

- The safety of Club activities.
- Poor standards of instruction or leadership.
- The standard of equipment used for Club activities.
- Poor Club Administration.
- The lack of suitable activities for their level of participation.

10.2. Complaints concerning Club safety or operational matters should initially be addressed to the Club President. If this does not prove satisfactory a written complaint should be made to the Sports Administrator in the Sports Federation. If this reply is unsatisfactory then a written complaint should be made to the Director of Sport or the ASO.


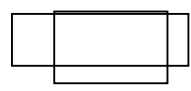
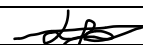
11.0. Governing Body Recommendations

The University of Oxford Basketball Club will operate so far as reasonably practicable, in accordance with our current NGB guidelines.

12.0. Declaration (All officers must sign)

As a Club Official I am aware of my moral and legal obligations to my fellow Club members.

I have read and understand, agree to abide by, and enforce the rules of the Club Constitution, Code of Practice (including Appendix 1), Risk Assessment and Office to which I hold.

POSITION	NAME	SIGNATURE
President	Shivani Abensour	
Secretary	Joshua Hayward	
Treasurer	Lauryn Foster	

13.0. The Code of Conduct Guidelines.

The Code of Conduct Guidelines can be used as an appendix to the Code of Conduct and the information is available in section 6 of the safety webpages at www.sport.ox.ac.uk