



# Mapleton Bowls Club

## Code of Conduct

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**Issued:** 21/06/2022

**Last reviewed:** 19/08/2022

**Responsibility:** Management Committee

**Relationship to the constitution:** Section 48. Conduct of Members

**Relationship to other club policies:** Behaviours Policy, Disciplinary Policy, Child Safeguarding Policy, Conflict of Interest Policy, Alcohol Policy.

**Relationship to external policies:** Bowls Queensland Member Protection Policy

### Purpose

Our member Code of Conduct policy outlines our expectations regarding both our members and visitors' behaviour towards other members and visitors.

We have a shared identity as members of the club, but we are also individuals. Therefore, whilst the club promotes freedom of expression and open communication, we also expect members and visitors to follow our Code of Conduct. Members and visitors should avoid offending, participating in serious disputes and disrupting the club. We expect members and visitors to foster a respectful and collaborative club environment.

This Code of Conduct should be read in conjunction with all our club policies and the Bowls Queensland Member Protection Policy.

### Scope

This policy applies to all ordinary members, life members, junior members, temporary members, social members and honorary members, and visitors (including contractors) to the club. This policy does not cover behaviours involving members or visitors in relations to persons under 18yrs (see Child Safeguarding policy).

### Principles

The constitution states that "any member of the club who fails to observe any rules or by-laws of the club or who is deemed guilty of an act, practice or conduct calculated to bring discredit on the game of bowls or to the club, DBA or BQ or its members, or who on any club, DBA or BQ premises engages in illegal gambling, betting or uses obscene or abusive language renders themselves liable to expulsion or suspension."

Discipline and complaint procedures related to this policy are described in the clubs' disciplinary policy and procedure.

### Compliance

All members and visitors must protect the club's legality. This means they should comply with Federal and State law. We expect all members and visitors to be ethical and responsible when dealing with any aspect the club, including, but not limited to the club's finances, relationships with other clubs and organisations, and our public image.

## **Expectations**

All members and visitors are expected to:

- conduct themselves within the rules and the spirit of the sport of bowls.
- display respect and courtesy towards other members and visitors.
- prioritise safety, in particular the safety and well-being of junior and frail members and visitors.
- to encourage and support opportunities to participate in the sport of bowls at our club.
- to encourage and support team members.
- observe and comply with the directions of club officials.

Derogatory and/or non-supportive comments about other teams and/or team members do not reflect well on the game of bowls, the club, or its members. Negative comments if made at all, should be made in private and not aired in public.

## **Respect**

All members and visitors should respect other members and visitors of the club. We will not allow discriminatory behaviour, harassment, bullying or victimisation (see the Behaviours Policy). When allegations about conduct are made, the club is committed to acting in line with its policies.

## **Protection of Club Property**

All members and visitor should treat our club's property, whether material or intangible, with respect and care. Members should:

- not misuse club equipment or use it frivolously.
- respect incorporeal property. This includes copyright and other property (information, reports, minutes etc). These should be used to enable club officers to undertake and complete their roles and duties on behalf of the club and its members.
- protect corporeal property such as club facilities and material property from damage and vandalism whenever possible.

## **Corruption and Conflict of Interest**

The club and its management are based on trust, transparency, and accountability. The club prohibits bribes for the benefit of any external or internal party. Club officers are discouraged from accepting gifts and entertainment from individuals or organisations where it may be perceived to be an improper influence. Club officers should avoid any personal, financial, or other interest that might hinder their capability or willingness to perform any duties on behalf of the club. Where this is not possible club officers should identify their conflict of interest (see the Conflict of Interest policy).

## **Consumption of Alcohol or use of Drugs**

A member or visitor must not play competition bowls whilst affected by alcohol or illicit drugs. Members who are on medication that could affect their competition performance or the safety of themselves or others should inform a member of the management committee to ensure any necessary precautions or adjustment can be put in place.

Responsible and lawful consumption of alcohol is permitted within the clubs' premises. Members and visitors are expected to demonstrate self-control and appropriate behaviour upholding the dignity and respect of the club in the presence of other members and visitors (see the Alcohol policy).

## **Charged with a Criminal Offence**

It is the members responsibility to inform the management committee if charged with any criminal offence which is punishable by imprisonment or if found guilty could reasonably be seen to affect the club's reputation.

## **Policies**

All members and visitors should read and follow our clubs' policies. If members and visitors have questions about the policies, they should contact one of the club's management.

## **Speaking Out**

If something does not look or feel right, as a member or visitor, you should feel empowered to act. If you are concerned about a possible or potential violation of our code of conduct, policy, or the law, you should notify the management committee in the first instance. It is always best to raise your concerns early. The longer you wait to address a concern, the worse it may become or the harder to manage retrospectively. The club will maintain confidentiality where it is possible and/or reasonable to do so. However, it is important to understand that confidentiality may not always be feasible.

## **Disciplinary Action**

The club may have to take disciplinary action against members who repeatedly or intentionally fail to follow our Code of Conduct. Disciplinary actions will vary. Depending on the nature of the breach, possible consequences include:

- demotion
- reprimand
- suspension
- or termination of membership

The club may take legal action in case of corruption, theft, embezzlement, or other unlawful behaviour.

The club supports open and honest communication. The club encourages members and visitors to report concerns. The club does not tolerate retaliation against anyone who discloses actual or suspected violations of its policies or constitution. Retaliation may result in disciplinary action or termination of membership.

## **Notification of Amendments to this Policy**

From time to time this policy will be reviewed and updated. It is your responsibility to ensure that you review the clubs' policies regularly. We will notify you of any significant changes to this policy either by email, the club website and/or our Facebook page.