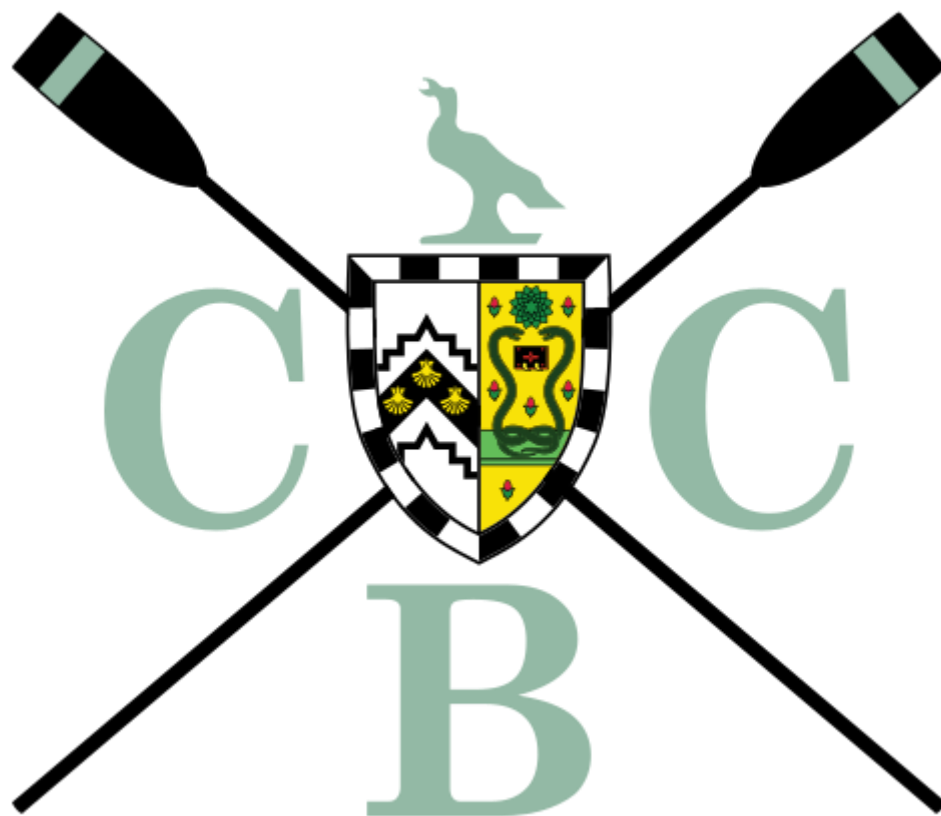


Caius Boat Club Code of Conduct and Complaints Guidance

Ratified January 2024



This document first and foremost reflects the fundamental belief of the Club and its members of the following. We believe that rowing and Caius Boat Club ought to support all participants, in their personal endeavours, their academics, their social lives, and their well being both physical and mental. To do so we believe that respectful and open communication, a respect for the dignity, rights and worth of all participants as people, not just rowers, coxes, coaches, or other participants and care for each other and our surroundings are essential. While we acknowledge the value of sporting and competitive excellence, we believe that it is possible, probable, and more sustainable if achieved within a framework which follows these guidelines, and competitive advantage shall never be seen as a justification to behave in an unacceptable manner. We believe that inclusivity of all sorts should be a central part of the Club and that we seek to create a welcoming environment that upholds that. We aim to act with good sportsmanship, act fairly, always, and be positive role models for other members and other clubs. We aim to uphold an environment in which Members, Coaches, and Friends can safely challenge any behaviour which does not fall within this culture.

1. Purpose

- 1.1.** This document applies to all student members of the Club, all visiting alumni, any coaches, paid or unpaid, and any guests. It is intended to ensure that all participants have a clear understanding of what is expected of their behaviour during all Club activities, and between the aforementioned groups. It also gives guidance on how to raise a complaint when an individual feels that these standards have not been upheld.
- 1.2.** This document does not apply to employees of the College itself, who are governed by the College's policies and employment law.
- 1.3.** It should be noted that:
 - 1.3.1.** This document reflects standards of behaviour that would be expected to be upheld by all Members of the Club, visiting alumni, coaches, and any guests.
 - 1.3.2.** Acceptance of this Code of Conduct is a condition of Membership, Employment of the Club, or participation in Club activities.
 - 1.3.3.** No competitive advantage shall ever be a reason for not adhering to the expected behaviour.

2. Code of Conduct for All Participants involved in Caius Boat Club

All individuals are expected to:

- 2.1.** Adhere to the letter and the spirit of Caius Boat Club, Gonville and Caius College, Cambridge University Combined Boat Clubs, and British Rowing Codes, Regulations, Rules, and Policies.
- 2.2.** Not discriminate based on the grounds of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, and pregnancy and maternity.
- 2.3.** Not engage in bullying, coercion or other acts of abuse, including sexual, verbal and physical abuse.
- 2.4.** Aim to foster an environment free of harassment and abuse, including sexual, verbal and physical abuse.
- 2.5.** Not knowingly lie or manipulate others for personal or collective gain.
- 2.6.** Recognise that consent to sex or intimacy:
 - 2.6.1.** Must be full and enthusiastic.
 - 2.6.2.** Cannot be given under threat, or through pestering or coercion.
 - 2.6.3.** Must be specific and informed.
 - 2.6.4.** Is reversible.

- 2.7. Recognise that intoxication from alcohol or drugs may inhibit an individual's ability to consent. The more severely intoxicated an individual is, the lower their ability to consent.
 - 2.8. Not force or encourage others to drink more than they ought or wish.
 - 2.9. Not deliberately damage or misappropriate property belonging to the Club or another individual and report any damage of Club property to the Captain and Boatperson as early as possible.
 - 2.10. Represent the Club appropriately and positively, wearing Club colours (CBC Kit wherever possible), avoiding foul language, and being respectful to competitors, officials and members of the public.
 - 2.11. Not knowingly damage the reputation of the Club.
 - 2.12. Not carry out or condone any acts for the purpose of cheating or the manipulation of competition, no matter the competitive advantage.
 - 2.13. Comply with any reasonable instructions given by relevant coaches, umpires and officials.
 - 2.14. Recognise that power imbalances often arise in the club, some of which may arise:
 - 2.14.1. Between novice and senior rowers.
 - 2.14.2. Between students and non-students.
 - 2.14.3. Due to committee positions and the real or perceived influence that one individual has over another's place in their boat or in the Club.
 - 2.14.4. When coaching an individual.
 - 2.14.5. When having an influence in selection.
 - 2.15. Be sensitive to the fact that commentary, even if intended in a complimentary manner, on an individual's physicality or weight may cause distress.
 - 2.16. Make every reasonable effort to attend outings punctually, including any preparation before push off, or to find a substitute in reasonable time.
- 3. Additional Code of Conduct for Committee Members and Coaches (Excluding Employees of the College)**
- All committee members, coaches, or any other position of power (excluding College employees who are bound by the College rules and guidelines) are expected to:
- 3.1. Handle confidential information with care and attention, without ever promising absolute confidentiality in cases of danger to persons by themselves or others.
 - 3.2. Not use or spread information that they are privy to because of their position for any reason other than for which it was given.
 - 3.3. Work productively with any reasonable request for the process behind a decision, unless it breaks any other articles in this document.
 - 3.4. Work respectfully with other organisations, ensuring that required levels of communication, collaboration and permissions are observed.
 - 3.5. Use their position to promote exclusively the objectives of the Club and the welfare of its Members, and not for personal gain.
 - 3.6. Not overstate, abuse, or leverage any influence on an individual's position in their boat or in the Club.
 - 3.7. Actively look out for and mitigate the results of any power imbalances within the Club.
 - 3.8. Recognise the rights of participants to disagree or to seek advice from other coaches and experts, and not let this influence any decisions.
 - 3.9. Actively uphold themselves and others to the highest standards to the best of their ability.

4. Raising Issues

- 4.1.** The Club Welfare Officers are there to support the Club by supporting everyone affiliated and involved with it. It is their role to create a safe and inclusive environment, field and respond to concerns and disclosures, and to ensure that matters are dealt with safely and respectfully. The Welfare Officers must not be someone involved directly in any coaching, organisation of outings, setting of crews or any administration of the Boat Club outside of the area of Welfare.
- 4.2.** Members are actively encouraged to bring their concerns either to the Welfare Officers or to any other member of the Committee, Captain, or trusted individual.

5. Guidance on Complaints

- 5.1.** Members of the Club with complaints are encouraged to speak with the Welfare Officer, Captains, Coaches, Senior Treasurer, or another committee member (the “contact point”) to discuss. Individuals with doubts as to whether a complaint is valid, useful, or worthwhile are urged to speak to a Contact Point for a friendly informal conversation. Action is not necessary if the complainant does not wish it.
- 5.2.** If a contact point is unsure of how to deal with the complaint, does not have the capacity, or feels at all overwhelmed, they should seek the advice of the Welfare Officer, Captain of Boats, or Senior Treasurer.
- 5.3.** No Contact point should or can offer complete confidentiality. If they believe someone is at risk of harm by themselves or others, they must inform either the Captain of Boats, the Senior Treasurer, the College Nurse, or the Senior Tutor of College.
- 5.4.** If the issue is minor, the complainant and their chosen contact point will explore informal resolution at the earliest opportunity. Any informal resolution must first be discussed with the Captain of Boats, or Senior Treasurer.
 - 5.4.1.** That the definition of minor shall be any complaint that does not constitute a criminal offence, a breach of college regulations, or a serious breach of the Code of Conduct.
- 5.5.** If the concern is more substantial, of a serious nature, or of a present threat to either an individual’s wellbeing or the wellbeing of the Club community, the contact will facilitate a referral to the College complaints procedures and support the student in this process, should the wish to pursue it.
 - 5.5.1.** That this be done in collaboration with the Senior Tutor in college to guide to the best outcome for all involved.
- 5.6.** In addition to any informal or formal resolution, any violation of the rules and regulations of the Club, or serious breach of the Code of Conduct may be dealt with using part IX of the Caius Boat Club Constitution.