



# BWCUCC Code of Conduct

2019

Version 2.0

# Introduction

The Burnside West Christchurch University Cricket Club Code of Conduct document was introduced in September 2018.

Much of what we do as players, administrators, coaches, or supporters is subjected to close scrutiny by others, in particular in these days of social media influence and advanced technology. This document formalises expected behavioural standards for all club members, as well as procedures for disciplinary matters requiring action by the club.

The Executive Committee seeks to provide a guiding document for all participants, and to work with all parties to ensure the game is played in the right spirit, and that our people, facilities and equipment are respected so that cricket can be enjoyed by everyone.

Regards

*David Robertson*

Dave Robertson  
BWCUCC Chairman, 2019

# General Guidelines

The following codes of conduct (reflecting the different ways people are involved with sports clubs) form the basis for the expected behaviour of all people associated with Burnside West Christchurch University Cricket Club.

They are designed for all persons associated with the club, including:

1. Administrators and Committee members
2. Coaches and team managers
3. Parents, guardians, and supporters
4. Players

# BWCUCC Code of Conduct for Administrators and Committee Members

## **As an Administrator and/or committee member, I will:**

- Comply with and respect the objectives of the club (as outlined in the club Constitution & Rules):
  - To foster and preserve the playing of cricket within the club.
  - To raise and preserve the standards of cricket within the club.
  - To raise and preserve standards of conduct within the club.
  - To take all necessary steps to support the authorities controlling provincial and New Zealand cricket.
  - To promote, develop, manage and control the club facilities for the benefit of the club and to develop their utilisation by other local organisations.
- Ensure compliance with relevant legislation in respect of club facilities.
- Create pathways for club members to participate as players, coaches, umpires, scorers, and administrators.
- Ensure quality supervision and coaching for playing members.
- Help coaches and officials highlight appropriate behaviour and skill development, and help to improve the standards of coaching and officiating.
- Ensure that everyone involved in cricket emphasises fair play.
- Distribute a Code of Conduct document to all players, coaches, officials and parents and encourage them to follow it.
- Respect the rights, dignity, and worth of all people involved with the club, regardless of their gender, ability or cultural background.

## **And I will not:**

- Damage, neglect or fail to properly care for club property or facilities.
- Arrive at the venue intoxicated or drink alcohol at junior matches.
- Allow the unlawful supply of alcohol at training, games, or club functions.

# BWCUCC Code of Conduct for Coaches and Team Managers

## **As a Coach and/or Team Manager, I will:**

- Be reasonable in demands on my players' time, energy, and enthusiasm.
- Operate within the rules and spirit of cricket and teach players to do the same.
- Ensure that each player in my team has a positive experience.
- Ensure that team members receive equal attention and opportunities.
- Ensure that equipment and facilities are safe and are appropriate to the age and ability of my team.
- Display self control, respect, and professionalism to all involved with the sport including opponents, umpires, coaches, officials, administrators, the media, parents, and spectators and teach players to do the same.
- Show concern and caution toward sick and injured players and follow the advice of a physician when determining whether an injured player is ready to recommence training or competition.
- Obtain appropriate cricket coaching and/or team management qualifications.
- Keep up to date with the latest cricket coaching practices and principles of growth and development of young players.
- Respect the rights, dignity and worth of all people involved in the game, regardless of their gender, ability or cultural background.

## **And I will not:**

- Ridicule or shout at players for making a mistake or for not winning.
- Damage, neglect, or fail to properly care for club property or facilities.
- Arrive at playing venues intoxicated, or drink alcohol at matches.
- Allow the unlawful supply of alcohol at training, games, or club functions.
- Use offensive language at training, games, or club functions.
- Harass club or opposition players, officials, spectators or other coaches.

# BWCUCC Code of Conduct for Family Members (Parents, Guardians, and Supporters of Junior Players)

## **Parents, Guardians, & Supporters of Junior Members will:**

- Encourage all junior members to play within the rules of spirit of the game.
- Respect the decisions of officials and coaches.
- Teach junior members to respect the efforts of their opponents.
- Applaud good plays and performances by both the club's and opposition players.
- Give positive comments that motivate and encourage continued effort.
- Support junior members efforts and performance.
- Thank coaches, officials and other volunteers who give up their time to allow junior members to participate in cricket and cricket related events at the club.
- Provide help when asked by a coach or official.
- Respect the rights, dignity and worth of all people involved in the game, regardless of their gender, ability or cultural background.

## **And I will not:**

- Pressure junior members in any way.
- Arrive at the venue intoxicated, or drink alcohol at junior matches.
- Use offensive language, or harass players, coaches, officials, or other spectators.
- Criticise or ridicule my child's or other children's performance at or after the game.

# BWCUCC Code of Conduct for Playing (Junior & Senior) Members

## **As a Playing Member, I will:**

- Always play by the rules
- Control my temper (I understand that verbal abuse of officials and other players or deliberately distracting or provoking an opponent is not acceptable or permitted behaviour in any sport).
- Work equally hard for myself and my team.
- Be a good sport and applaud all good plays whether they are made by my team or the opposition.
- Treat all players in my sport as I like to be treated.
- Cooperate with my coach, teammates and opponents.
- Display modesty in victory and graciousness in defeat.
- Participate for my own enjoyment and benefit, not just to please parents, supporters and coaches.
- Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.
- Thank the opposition and officials at the end of the game.
- Comply with applicable anti-doping policies.

## **And I will not:**

- Bully or take unfair advantage of another competitor.
- Argue with officials. If I disagree with a decision, I will inform my captain, coach or manager at an appropriate time.
- Damage, neglect or fail to properly care for Club property or facilities.
- Arrive at the venue or play sport while intoxicated.

# CMCA Handbook & Code of Conduct

Incidents occurring on the field of play or associated to Christchurch Metropolitan Cricket Association (CMCA) matches will be dealt with by CMCA under their Code of Conduct provisions.

The CMCA handbook can be accessed via their website – at the following link:

[www.christchurchmetrocricket.com/Club-Cricket/Competition-Handbook](http://www.christchurchmetrocricket.com/Club-Cricket/Competition-Handbook)

The handbook outlines the Laws of Cricket, local playing conditions and a wide range of matters relevant to Club cricket in Christchurch.

It also contains the Code of Conduct – which outlines the rules of the code and procedures, both for reporting incidents and for the processing of them by the governing body.

Where allegations are made about BWCUCC members, the club will be advised of the details by CMCA. In all cases the club will provide support and advice to the member(s) concerned – whilst also ensuring that the CMCA processes in respect of complaints are followed.

Where a BWCUCC member is subjected to any disciplinary action or imposed sanction a representative of the club committee will meet with the member to discuss the matter.

The club Executive Committee expects that any BWCUCC member subject to such action will comply with the direction of CMCA in that regard.

The Club Executive Committee will consider whether any further condition or restriction should be placed on the club member as a result of the incident.

# CJCA Handbook & Code of Conduct

Incidents occurring on the field of play or associated to Christchurch Junior Cricket Association (CJCA) matches will be dealt with by CJCA under their Code of Conduct provisions.

The CJCA handbook can be accessed via their website – at the following link:

[www.cjca.org.nz](http://www.cjca.org.nz)

# Complaints received by BWCUCC against members

Incidents occurring on the field of play or associated to Christchurch Metropolitan Cricket Association (CMCA) matches should be dealt with by CMCA under the provisions of their Code of Conduct – and any such complaint received by the Club should be immediately referred to CMCA staff.

Incidents or occurrences relating to club activity, which fall outside of the CMCA jurisdiction, will be dealt with by the BWCUCC executive committee.

The committee will appoint a separate conduct committee, which will oversee the investigation into any alleged incidents and impose disciplinary action where appropriate.

The conduct committee will normally comprise the chairman, club captain and one other member of the executive committee.

Matters which fall under the BWCUCC jurisdiction in respect of internal disciplinary matters include – but are not limited to:

- Damaging, neglecting or failing to account for club property or equipment
- Abuse or harassment of other club members, administrators or employees
- Any act of violence on club premises
- Criticism of the club or individual club members, administrators or employees on social media
- Inappropriate behaviour on club premises
- Bringing the club into disrepute
- Any other action or activity which negatively impacts on the reputation or operation of the club

## Mode & timeframe of complaints:

Any member or other person having any complaint to make concerning the Club or any of its Members must state their complaint:

- a. In writing (including by email) addressed to the Club Chairman or Secretary
- b. Within 28 days of the incident occurring
- c. Stating in full the grounds of such complaint

## Procedure:

The Secretary or Chairman will then advise all Members of the Executive Committee of the receipt of the Complaint and ensure that a Conduct Committee is formed to consider the Complaint within 72 hours of it having been received.

The Conduct Committee shall appoint a lead member who will take responsibility for the following matters:

- a. Make contact with the person making the complaint to outline the procedure to follow.

- b. Make contact with the Member or Members against whom the Complaint has been made and outline the procedure to follow.
- c. Consider whether the matter should be separately reported to CMCA and, in some circumstances, other authorities including Police.
- d. Provide regular reports to the Executive Committee in respect of the progress and resolution of the matter

Members of the Conduct Committee will discuss the allegation and undertake any enquiries or investigation required – in order to make a determination as to whether the complaint(s) are:

- Upheld (allegation proven and sustained)
- Not Upheld (allegation not proven)
- Dismissed (for any other reason)

Once a determination has been made in respect of the allegation all parties will be advised within 24 hours – unless impractical to do so.

The decision, overview of the investigation and original complaint should be collated and held in Club records in perpetuity.

## Rights of Member complained :

Any member subject to an allegation of misconduct shall be entitled to the following:

- a. Prompt advice of the complaint being received and the nature of it
- b. A clear explanation of the process for investigation of the complaint
- c. The ability to have a support person present at any subsequent meetings held in respect of the matter
- d. An assurance from the Executive Committee of privacy in respect of the matter during the course of the investigation
- e. A right of appeal – as outlined below – in respect of any disciplinary sanction imposed by the Conduct Committee

## Disciplinary measures available to the Conduct Committee:

Where a Complaint against Club Member or Members is Upheld the Executive Committee may, following the recommendation of the Conduct Committee, impose any disciplinary measure of sanction – provided that any such sanction imposed is reasonable, appropriate and proportionate.

Such sanctions may include:

- a. Suspension of playing or other rights for a maximum period not exceeding 4 weeks
- b. Requirement for reparation for any loss caused

- c. In extreme cases – termination of membership
- d. Any combination of the above

**However – in all cases the focus of the Executive Committee should be one of *Restorative Justice*, working to not only ensure an appropriate resolution which discourages poor behaviour but one which actively promotes the restoration of harmony between parties.**