

# Oxford University Rugby League Football Club

## Code of Conduct 2015/2016

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### 1.0 Introduction

1. "Being totally committed to the safety of its members, the 2015/2016 University of Oxford Rugby League Club (OURLFC) 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 Club is affiliated to the recognised National Governing Body for our sport:-  
Student Rugby League Warrington Business School Winwick Road Warrington  
WA2 8QA  
Telephone Number: 01925 494 627 E-mail: [Stephen.Guan@rfl.uk.com](mailto:Stephen.Guan@rfl.uk.com) web:  
[www.studentrugbyleague.co.uk](http://www.studentrugbyleague.co.uk)
  
- 1.3. It is the responsibility of the President to ensure that affiliation/membership is paid before the start of the season, and any information 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 in the first 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 Dr John Hobart, St Cross College.

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. Club Activities

### FOR THE ACADEMIC YEAR 2015/2016 OUR PROPOSED ACTIVITIES WILL BE:

ACTIVITY	DAY/DATE	VENUE/LOCATION
Training	<ul style="list-style-type: none"> <li>- Monday Evenings</li> <li>- Friday Evenings Michaelmas</li> <li>- Monday + Friday mornings and Friday Evenings Hilary</li> </ul>	<ul style="list-style-type: none"> <li>- Court Place Farm, Marston,</li> <li>- Oxford RFC, Hinksey Village</li> <li>- Iffley Road Sports Centre</li> </ul>
Matches (BUCS Leagues for Blues & Maroons)	Wednesdays – usually 2 pm kick offs	Home Matches: University Parks
Pre-Season Training Camp	Late September	Cheltenham
Varsity Match	Early March	Honourable Artillery Company london
Tours	Early January	Potential mid-season tour to Alicante, Spain

## 2. Specialist Officers

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	EMAIL
<b>President</b>	Mark Giza	Mark.giza@queens.ox.ac.uk
<b>Treasurer</b>	Robert Bainbridge	robert.bainbridge@stcatz.ox.ac.uk
<b>Player, Fixtures and Transport Secretary</b>	Matthew Lewis	Matthew.lewis@queens.ox.ac.uk
<b>Kit Secretary</b>	Daniel Smith	Daniel.smith2@some.ox.ac.uk

<b>Media Officer</b>	Gareth Davies	Gareth.davies@wadh.ox.ac.uk
<b>Social Secretary</b>	Alexander Babb	alexander.babb@spc.ox.ac.uk

- President (or Captain or Chairperson)
- Treasurer
- Player and Transport Secretary
- Fixture, Training and Kit Secretary
- Media Officer
- Social Secretary

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

4.1. The University of Oxford Rugby League Football 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](http://www.sport.ox.ac.uk). The name of the Club appointed Event Organisers (those who organize the fixtures) for 2015/2016 are:

NAME	POSITION	E-mail
James Clark	Captain	James.clark@bnc.ox.ac.uk

4.2. The name of the Club appointed Activity Leaders (those who are in charge of the club members on a trip) for 2012/2013 are:

NAME	POSITION	E-mail
Dr John Hobart	Senior Member	< <a href="mailto:john.hobart76@gmail.com">john.hobart76@gmail.com</a> >

3. The name of the Club appointed Coaches/Instructors for 2015/2016 are:

NAME	QUALIFICATIONS/EXPERIENCE	E-mail
Dan Garbutt	Level 2 Rugby League Coach.	dgarbutt@glos.ac.uk
Tom James	Level 2 Rugby League Coach.	Thomas.James@sgscol.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 Rugby League Football 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 Rugby League Football 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 Rugby League Football Club will follow the guidelines for First Aid provision, as detailed in section 12 of the safety webpage.

### **8.0. Accident and Emergency Procedures**

8.1. The University of Oxford Rugby League Football 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 Rugby League Football 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.


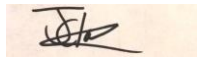
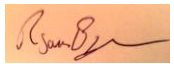
## 11.0. Governing Body Recommendations

The University of Oxford Rugby League Football 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	Mark Giza	
Captain	James Clark	
Treasurer	Robert Bainbridge	

**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](http://www.sport.ox.ac.uk)