



Curlew Rowing Club

Code of Conduct

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Part I – Introduction

This Code of Conduct is issued by Curlew Rowing Club in support of its commitment to protect the values and integrity of rowing.

This code of conduct is intended to include all the relevant obligations in the current British Rowing code of conduct as well as additional rules imposed by the Royal Docks Trust, the Trafalgar Trust and the Curlew Rowing Club committee.

The original documents used to create this summary are:

- [British Rowing Code of Conduct 2022](#)
- [Regulations of British Rowing 2022](#)
- [Royal Docks Operational Procedures 2023](#)

Who does this Code apply to?

This Code of Conduct applies to anyone who is involved in Curlew Rowing Club, including (but not limited to):

- Rowers and coxes;
- Supporters;
- Umpires, Officials;
- Coaches and Instructors;
- Employees, Contractors, Coach Educators, or any others who provide a service on behalf of Curlew Rowing Club;
- The Curlew Rowing Club Committees or Panels;
- All Volunteers.

Rights of Individuals

The rights of individuals apply to everyone in rowing no matter at what level, age, ability or involvement. Everyone has the right:

- 1.1 to participate in rowing¹;
- 1.2 to enjoy safe participation in rowing without fear or harassment;

¹ Curlew Rowing Club does not cater for under 18s or para or adaptive athletes

- 1.3 to be respected and treated as individuals at all times;
- 1.4 to receive support for their individual needs within reason;
- 1.5 not to be pressurised to train or compete;
- 1.6 to be communicated with in a respectful and caring manner;
- 1.7 to be treated in accordance with Curlew Rowing Club's and British Rowing's Codes, Regulations, Rules and Policies;
- 1.9 to challenge discrimination in whatever form it takes;
- 1.10 to enjoy an environment free of discrimination on the grounds of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, and pregnancy and maternity;
- 1.11 to enjoy an environment free of sexual harassment, sexual abuse and any behaviour that could be construed as abuse;
- 1.12 to be able to make a complaint, and to be heard and have their complaint acted upon in accordance with the disciplinary and grievance procedure of Curlew Rowing Club.

Breaches of this Code of Conduct

This Code of Conduct prohibits conduct ranging from serious criminal acts to unsportsmanlike behaviour or a lack of courtesy. Not all breaches will justify the taking of formal disciplinary action. Curlew Rowing Club encourages all individuals to work together in a collaborative manner to identify and resolve minor breaches.

Any significant or repeated breach of this Code of Conduct may be investigated in accordance with British Rowing's [Disciplinary and Grievance Regulations](#). Reports or complaints should be made in the first instance to the Club Chair, the Club's Welfare Officer or another appropriate Club Officer.

Part 2 – Standards of Behaviour and Conduct

The Code of Conduct is arranged so that the standards which apply to every participant are set out first, and then for specific participant groups, additional standards more specific to their role are outlined.

All individuals should be aware of both the general and additional specific standards of conduct that apply to them and must appreciate that it is their personal responsibility to fulfil them on every relevant occasion. If there is any doubt, they should seek advice from a member of the Club's committee or the Club's Welfare Officer.

Standards of Conduct for all Participants

All individuals must understand that their own competitive aspirations or those of other members of the rowing community do not ever justify failure to promote and follow Curlew Rowing Club's and British Rowing's Code of Conduct, Regulations, Rules, and Policies.

*All individuals **must**:*

- 2.1 adhere to the letter and the spirit of British Rowing Codes, Regulations, Rules, and Policies, and those of Curlew Rowing Club, Royal Docks, Trafalgar Trust, any competitions or other relevant organisation;
- 2.2 comply with the British Rowing Safeguarding, Anti-Doping, and Integrity Policies;
- 2.3 not behave or conduct themselves in any manner which could bring the sport of rowing, British Rowing, its affiliated Clubs and Competitions into disrepute;
- 2.4 not allow any form of behaviour that might violate any of relevant Codes Regulations, Rules, or Policies to go unchallenged;
- 2.5 not engage in acts of verbal or physical abuse;
- 2.6 not use or encourage others to use illicit drugs whilst participating in rowing or assisting others in rowing;
- 2.7 respect the rights, dignity and worth of other Participants, and not discriminate;
- 2.8 act equitably and not allow any form of discrimination or victimisation to go unchallenged;

- 2.9 not engage in bullying or any other behaviour that could reasonably be viewed as inappropriate;
- 2.10 avoid inappropriate relationships which involve one person having a position of authority or influence over another;
- 2.11 not carry out any acts for the purpose of cheating or the manipulation of competition;
- 2.12 must not use social media to make comments about, or post contact details or photographs of, other members of the Club where these might be deemed as offensive or breaching privacy. This includes where individuals are not named, but can be readily identified by themselves or others from the information posted;
- 2.13 pay any outstanding debts to either the club or to other members of the club by the specified deadline. The club reserves the right to ask for a late fee for payments made after the deadline.

*All individuals **should**:*

- 2.13 not drink alcohol, or be under the influence of prior drinking of alcohol, whilst participating in rowing, or coaching, officiating or assisting others in rowing.
- 2.14 be aware of and follow the guidance in place to ensure the health, safety, and well-being of all individuals in Rowing;
- 2.15 follow the directions of coaches, instructors, umpires and officials of the Club, Competition, or relevant organisation;
- 2.16 be a positive role model at all times;
- 2.17 act in a sportsmanlike way during training and competition;
- 2.18 not act in any way that would result in an actual or potential conflict of interest.

Additional Standards of Conduct for all Participants at the Royal Docks

*All individuals **must**:*

- 3.1 ensure that all boats are checked in and out using the system at the docks reception;
- 3.2 not go afloat unless they have a buddy boat or somebody coaching from the bank;
- 3.3 use a buoyancy aid unless they are able to swim 50m in light clothing;

- 3.4 only go afloat in pairs and singles at times when the Docks have alerted the club that the water temperature is below 10 degrees with the permission of the Club Captain;
- 3.5 adhere to the circulation pattern at all times;
- 3.6 not use Club boats without the permission of the Club Captain or Coach;
- 3.7 not use privately owned boats without the permission of the owner.

*All individuals **should**:*

- 3.8 carry with them a mobile phone programmed with the emergency contact details outlined in the operational procedures;
- 3.9 report any issues with Club equipment via the FitClub site or your squad captain.

Additional Standards of Conduct for all Participants at the Trafalgar gym

*All individuals **must**:*

- 4.1 not use the gymnasium while under the influence of alcohol, anticoagulants, antihistamines, beta-blockers, narcotics, tranquillisers or any medication or other substance which may affect your ability to exercise safely,;
- 4.2 not bring or use illegal drugs or intoxicating liquor in the gym;
- 4.3 be dressed in suitable attire at all times when in the gym - the minimum is an all-in-one/vest top. Guidance as to suitable attire may be obtained from the Club Captain who may, at his/her discretion, require you to leave the gym, if your attire is not considered suitable;
- 4.4 wipe down equipment after use;
- 4.5 leave the gym tidy at all times;

*All individuals **should**:*

- 4.6 report any equipment issues to the Club Chair as soon as possible,

Additional Standards of Conduct for Coaches, Instructors, Officials, Umpires and Committee Members

Anyone with a position of authority or responsibility should lead by example. Everyone should conduct themselves with a high degree of honesty, integrity, and competence. Coaches must also be familiar with and abide by the [UK Coaching Code of Practice](#).

*Coaches, Instructors, Officials, Umpires and Committee members **must**:*

- 5.1 act equitably in officiating and combat discrimination on the basis of gender, age, race, colour, sexual orientation, political opinion, etc.;
- 5.2 condemn cheating, manipulation of competition, and the use of prohibited substances or methods and take responsibility for providing guidance and education to participants on these issues;
- 5.3 conduct an appropriate risk assessment before undertaking any rowing related activity, ensuring the environment is as safe as possible and refer to [British Rowing's RowSafe](#) for guidance;
- 5.4 take action to report concerns they may have about behaviour towards any participant in accordance with British Rowing policies and guidance;
- 5.5 maintain an environment free of fear and harassment;
- 5.6 observe appropriate boundaries and relationships with their participants;
- 5.7 not behave in a manner that could be seen as abuse of any kind;
- 5.8 not force anyone to participate in the sport or place undue pressure on them;
- 5.9 comply with British Rowing Codes, Regulations, Rules, and Policies and those of the Royal Docks and the Trafalgar Trust;
- 5.10 not allow any form of behaviour that might violate the British Rowing Codes, Regulations and Rules to go unchallenged;
- 5.11 avoid sexual intimacy with Participants, either while coaching/instructing them, or in the period of time immediately following the end of the coaching relationship;
- 5.12 ensure any physical contact is appropriate and necessary and is carried out within the recommended guidelines and only with the participants' full consent and approval;
- 5.13 not assume responsibility for any role which they are not qualified or prepared for, or mislead others as to the level of their qualification or competence;
- 5.14 maintain confidentiality and comply with relevant data protection legislation.

*Coaches, Instructors, Officials, Umpires and Committee Members **should:***

- 5.15 uphold an environment of inclusivity;
- 5.16 be aware of the physical and emotional needs of all Participants (especially at the developmental stage), and ensure that training loads and intensities are appropriate, referring to [British Rowing's How Much and How Often and Rower Development Guide](#);
- 5.17 be aware of and follow the policies and procedures in place to ensure the health, safety, and well-being of all participants in rowing;
- 5.18 recognise the rights of all Participants to be respected, treated as equals, with their dignity preserved;
- 5.19 recognise the rights of Participants to seek advice from other coaches and experts;
- 5.20 always be clear about the nature of coaching services or any other services being offered including costs involved;
- 5.21 promote the concept of a balanced lifestyle, supporting the well-being of Participants in and out of rowing;
- 5.22 be appropriately discreet in any conversations about Participants, coaches, or any other individuals;
- 5.23 display control, respect, dignity, and professionalism to all involved in rowing, accepting responsibility for their actions;
- 5.24 make a commitment to providing a high-quality service to Participants;
- 5.25 commit to ongoing continuing professional development to ensure safe and correct practice;
- 5.26 work respectfully with other organisations, ensuring that required levels of communication, collaboration and permissions are observed;
- 5.27 promote good practice in others and challenge any poor practice they observe;
- 5.28 demonstrate appropriate personal behaviour and conduct at all times;
- 5.29 hold relevant insurance and, where appropriate, current British Rowing membership.

Additional Standards of Conduct for Coaches and Instructors at the Royal Docks

Coaches and Instructors must:

- 5.1 carry with them a mobile phone programmed with the emergency contact details outlined in the Royal Docks operational procedures.

Part 3 - Grievance Policy

Introduction

Curlew Rowing club's Grievance policy fully complies with that set out in Appendix 4 of the [Regulations of British Rowing 2022](#). The text below provides a summary extract of these rules in the case of a club dispute involving Curlew Rowing Club. For other types of disputes and additional rules governing disputes involving minors see the full text of Appendix 4 in [Regulations of British Rowing 2022](#).

Curlew Rowing Club Disputes and Regional Disputes

6.1. A Curlew Rowing Club Dispute is a dispute that involves:

6.1.1. Two or more members of Curlew Rowing Club; or

6.1.2. One or more members of a Curlew Rowing Club on the one side, and Curlew Rowing Club on the other;

6.1.3. One or more Individuals (meaning a Registered Individual or a person who is not a member of Curlew Rowing Club but has a reasonable cause to raise a complaint with Curlew Rowing Club) on the one side, and Curlew Rowing Club on the other.

6.2. A Regional Dispute is a dispute that involves:

6.2.1. A Curlew Rowing Club and another Club or a Competition;

6.2.2. One or more members of Curlew Rowing Club and a Regional Rowing Council;

6.2.3. Curlew Rowing Club and a Regional Rowing Council

Resolving the Curlew Rowing Club or Regional Dispute: Informally

7.1. The parties to a Curlew Rowing Club or Regional Dispute should use reasonable means to settle the issues between them informally and amicably.

7.2. If such a resolution cannot be achieved, the dispute shall be resolved according to these Procedural Guidelines.

7.3. In these Procedural Guidelines the term 'independent' as applied to a person mean a person who has not had any direct or indirect involvement in any relevant Curlew Rowing Club or Regional Dispute.

Resolving a Curlew Rowing Club Dispute: Independent Panel

8.1. Curlew Rowing Club Disputes shall be referred to the chair (or if that person is a party to the dispute to another officer of the Curlew Rowing Club) who should appoint an independent person to act as a mediator between the parties. The mediator may be a member of Curlew Rowing Club or a member of another Club.

- 8.1. If the mediator is unable to bring about a satisfactory settlement, Curlew Rowing Club shall appoint an independent panel (the 'panel') to determine the dispute.
- 8.2. The panel shall consist of up to three persons who have not been involved in the dispute. The parties shall be given the opportunity to object (on reasonable grounds) to any of the members of the panel within seven days of their appointment.
- 8.3. The panel members shall appoint one of their number to act as the chair of the panel and either appoint another of their number, or alternatively appoint an additional person without any other powers, to act as the clerk of the hearing.
- 8.4. The chair of the panel shall arrange the date of the hearing and notify the parties of the arrangements at least fourteen days in advance of the date set. The notified date shall not be changed unless one or more of the parties has a compelling reason for not being able to attend on the notified day or time.
- 8.5. The procedure shall be flexible and it shall be the responsibility of the chair of the panel to ensure the orderly, fair and effective conduct of the hearing.
- 8.6. Each party must have a reasonable opportunity to give and call evidence, address the panel and present their case. The chair of the panel shall have the discretion to limit the number of witnesses that would otherwise have been called.
- 8.7. The panel shall come to a decision as soon as reasonably practicable after the hearing and if possible announce its findings and decisions orally to the parties.
- 8.8. The chair of the panel shall notify the parties and, if Curlew Rowing Club was not a party to the dispute, Curlew Rowing Club in writing of the findings and decisions within five days of the hearing.

Appeals: Club Disputes

- 9.1. An appeal may be made in respect of the findings of Curlew Rowing Club Dispute as provided below.
 - 9.1.1. An appeal may be made to a second independent panel established by Curlew Rowing Club.
 - 9.1.2. The appeal may be made on one or more of the following grounds:
 - 9.1.2.1. Relevant information was ignored or not considered by the original panel
 - 9.1.2.2. The procedure was tainted by unreasonable bias or conflict of interests
 - 9.1.2.3. Relevant provisions of any procedures or the Regulations were not adhered to
 - 9.1.2.4. The first panel exceeded its jurisdiction
 - 9.1.2.5. The findings of the first panel were irrational or were findings that would not be reached by a reasonable panel.
- 9.2. A further second appeal may be made to a Regional Rowing Council.
 - 9.2.1. The grounds of a further second appeal to a Regional Rowing Council are limited to an appeal made on the basis that these Terms of Reference were not observed.

9.2.2. The Regional Rowing Council will form an appeal panel adopting the provisions as those in Appendix 4 of [Regulations of British Rowing 2022](#) paragraph 4.