



July 2018

OXFORD UNIVERSITY SQUASH RACQUETS CLUB CODE OF CONDUCT 2018-19

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1.0 Introduction

- 1.1. Being totally committed to the safety of its members, the University of Oxford Squash Racquets Club will operate so far as reasonably practicable, in accordance with the following document, its risk assessment, the Proctors rules and current NGB guidelines.
- 1.2. The Club is affiliated to the recognised National Governing Body for our sport:

England Squash
The National Squash Centre
11 Rowsley Street
Manchester
M11 3FF

Telephone Number: (0161) 2314499
Fax Number: (0161) 2314231
E-mail: enquiries@englandsquash.com
Web <http://www.englandsquash.com>

- 1.3. It is the responsibility of the Treasurer to ensure that affiliation/membership of £6.50 per player is paid on the due date of the 1st June and any information on new or current "Best Practice" requested. Affiliation entitles players to participate in County League matches and England Squash sanctioned events. England Squash court affiliation fees will be paid by Oxford University Sports Department. A copy of the affiliation form should be provided to the Sports Department and its nominated officers as soon as the affiliation/membership is renewed and where possible.
- 1.4. The club will appoint a new committee on 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 Sports Department and its nominated officers within two weeks of appointment. All clubs must have met with the Sports Department and its nominated officers 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 Sports Department and its nominated officers at an agreed time after the appointment of the new committee.
- 1.7. The club's appointed "Senior Member" is Jon Roycroft.
- 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 Sports Department and its nominated officers.
- 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.

2.0 Club Activities

For the academic year 2018-19 our proposed activities will be:

Activity	Day/Date	Venue/Location
Training: Men's Blues	Mondays, Thursdays, Fridays, Saturday/Sunday	Squash Courts, Oxford University Sports Centre
Women's Blues	Mondays, Thursdays, Saturday/Sunday	
Squirrels	Mondays, Thursdays, Saturday/Sunday	
Ferrets	Mondays, Fridays, Saturday/Sunday	
Club Session	Saturdays	
BUCS League	Michaelmas and Hilary	Nationwide
Inter-College Leagues	Michaelmas and Hilary	Oxford University
Cuppers	Michaelmas and Hilary	Oxford University



3.0 Specialist Officers

The Club Committee will consist of at least three of the following officers who shall be fully matriculated members of the University:

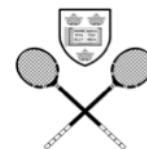
Position	Name	Email Address
President	Timothy Delpont	timothy.delpont@magd.ox.ac.uk
Treasurer	Thomas Paine	thomas.paine@stcatz.ox.ac.uk
Men's Secretary	Aaron Hundle	aaron.hundle@new.ox.ac.uk
Womens' Secretary	Isabel Chalmers	Isabel.chalmers@mansfield.ox.ac.uk
Membership Officer	Edward Burn	edward.burn@ndorms.ox.ac.uk
Men's Blues Captain	Joseph Sibley	joseph.sibley@bnc.ox.ac.uk
Women's Blues Captain	Georgie Willis	georgie.willis@live.co.uk
Squirrels Captain	Kharthik Chakravarthy	kharthik.chakravarthy@some.ox.ac.uk
Ferrets Captain	Jessica Forsyth	jessica.forsyth@pmb.ox.ac.uk
IT Officer	Josef Bolt	josef.bolt@st-annes.ox.ac.uk
Senior Treasurer	Mike Sauvage	Mike.sauvage@wadham.ox.ac.uk
Senior Member (Acting)	Jon Roycroft	Jon.roycroft@sport.ox.ac.uk

Suggested duties and responsibilities of these individual officers are outlined in point 3 of the guidelines to this document.

4.0 Event Organiser

- 4.1 The Event Organiser is responsible for the overall planning of a Club activity, and although they may delegate tasks, it is up to them to ensure that all requirements are fulfilled, in order that the activity can run safely, efficiently, and successfully.
- 4.2 The names of the Club appointed Event Organisers for 2018-19 are:

Position	Name	Email Address
Men's Secretary	Aaron Hundle	aaron.hundle@new.ox.ac.uk
Womens' Secretary	Isabel Chalmers	Isabel.chalmers@mansfield.ox.ac.uk



4.3 The names of the appointed Club Activity Leaders for 2018-19 are:

Position	Name	Email Address
President	Timothy Delpont	timothy.delpont@magd.ox.ac.uk
Men's Blues Captain	Joseph Sibley	joseph.sibley@bnc.ox.ac.uk
Women's Blues Captain	Georgie Willis	georgie.willis@live.co.uk

4.4 The name of the Club Coaches for 2018-19 are:

Name	Position	Email Address
Benjamin Rosec	Coach of Men's and Women's Blues, Squirrels, Ferrets	ben0158@hotmail.com

The club is reminded that the Coaches and Instructors are to provide the Sports Department and its nominated officers 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 upon renewal of insurance details and/or improved qualifications.

4.5 Activity participants:

Although the Event Organiser is 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 the Event Organiser.

5.0 University Sports Club Activities

5.1 The University of Oxford Squash Racquets Club will undertake its activities as outlined in section 5 of the Code of Conduct guidelines to this document. <http://www.sport.ox.ac.uk/sports-federation/safety>

6.0 Activity Registration

6.1 The University of Oxford Squash Racquets Club will follow the guidelines of the Trip Registration Form guidelines for trips in the United Kingdom and abroad, as detailed in section 10 & 11 of the safety webpage. <http://www.sport.ox.ac.uk/sports-federation/safety>



7.0 First Aid

7.1 The University of Oxford Squash Club will follow the guidelines for First Aid provision, as detailed in section 12 of the safety webpage. <http://www.sport.ox.ac.uk/sports-federation/safety>

The name of the Club trained and/or qualified First Aiders are:

Name	Qualifications	Email Address
Timothy Delpont	First Aid / Emergency Response	Timothy.delpont@magd.ox.ac.uk

8.0 Accident and Emergency Procedures

8.1 The University of Oxford Squash Club club will follow the Accident and Emergency Procedures, as detailed in section 7 of the safety webpage. <http://www.sport.ox.ac.uk/sports-federation/safety>

9.0 Training Courses

9.1 In an effort to promote the highest standards of instruction, training and safety, the University of Oxford Squash Racquets Club will actively encourage 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. <http://www.sport.ox.ac.uk/sports-federation/safety>

10.0 Club 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 Federation. If this reply is unsatisfactory then a written complaint should be made to the Director of Sport.

11.0 Club Social Functions

Social functions form an important part of a club's activities. As a result Clubs have a responsibility for any organized activity, including social events. Please be reminded that Clubs should under no circumstance place students under any pressure to take part in, or pass any form of initiation as part of their membership of the Club. All students should be able and encouraged to participate in student activities in an atmosphere free from discrimination or fear. All clubs are reminded that they



operate within the overall framework of Oxford University and as an Oxford University Club cases of disrepute at social functions will be treated seriously.

12.0 Governing Body Recommendations

The University of Oxford Squash Club will operate so far as reasonably practicable, in accordance with our current NGB guidelines.

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 <http://www.sport.ox.ac.uk/sports-federation/safety>