

## **Enfield Rugby Football Club Association Code of Conduct v.2020**

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As members of Enfield Rugby Football Club, we represent our Club on an off the field. Our actions can either help or harm the Club's reputation and relationships within the rugby community and beyond. Our behaviours should always reflect our Club's mission and values.

This Code of Conduct has been created to guide us in our actions on and off the pitch. Our Code of Conduct (hereafter Code) applies to all members. Members include players, coaches, officials, Board of Directors, volunteers and social members. It's up to each of us to read the Code and take it to heart. It's not just a set of rules. It's our guide for respecting our Club and what it stands for.

### **Our Mandate**

The Enfield Rugby Football Club Association (hereafter Club or Enfield RFC) is an incorporated not-for-profit society under the Province of Nova Scotia's Societies Act. Enfield RFC was established in 2007 with the interest of promoting the game of rugby in East Hants and surrounding areas. We want rugby to be accessible for players, coaches, officials, spectators and other lovers of the game of any age group, gender or experience level.

Enfield RFC's objectives are:

- To promote the game of rugby and its development within the East Hants region and more widely within Nova Scotia.
- To promote the involvement in rugby of any individual, regardless of age, gender, religion, economic status, ethnic background.
- To participate in any and all rugby competitions sanctioned by Rugby Nova Scotia and Rugby Canada.
- To support our members to perform at the highest level of competition available to them.
- To actively support East Hants community initiatives and events in ways that give back to a community that has been so generous and supportive of our club and membership.

### **Expectations**

In what follows, "Club Leaders" refers to captains, coaches, and/or the Board of Directors (or Board). Expectations pertain to physical, verbal and/or written actions as well as social media communications.

#### **An Enfield RFC member can expect that:**

- You will be treated with respect. Your safety and wellness are of utmost importance.
- You will not be required to participate in an activity that you are not comfortable with.
- You will be provided with opportunities to safely participate, considering your skill and experience level.
- The Board will keep you informed about important developments within the club, Rugby Nova Scotia, Rugby Canada and World Rugby.
- You will be provided with the best coaching and instruction that the club is capable of, and you can expect constructive feedback as an individual or a part of the larger group.

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- Club dues will be kept as affordable as possible. If your financial situation becomes a barrier to participation, speak with a board member (Men's VP, Women's VP or Finance Director).
- You will be provided opportunities to share feedback or concerns with Club Leaders.

### **An Enfield RFC member is expected to:**

- Treat other members with respect at all times. Interactions should be constructive and/or positive in manner.
- Represent the values and interests of the Club to the best of your ability on and off the field. Be mindful that your actions influence our Club's reputation. Consider the consequences of your actions.
- Represent Club sponsors and supporters respectfully, to the best of your ability.
- Follow the Club's resolution process for addressing concerns, issues or problems (see process outlined below).
- Respect the decisions made by Club Leaders and know that their intentions are for the best interests of all.
- Share with coaches and captains any special accommodations that you require for participation as well as individual goals that you have. And, be open to receiving feedback and individual reviews from the coaches, captains and team leaders. If you have areas you would like to improve or rugby related questions, connect with the people you think can help you and ask questions, ask for feedback. If you don't speak up, it is easy not to get everything you want from the resources we have.

### **Resolution Process for Addressing Concerns, Issues or Problems:**

The following outlines the appropriate channels for addressing issues or concerns you have that are important to your experience with the club and/or the safety and wellbeing of others. When necessary to engage in the resolution process, please initiate the process at an appropriate time and in a respectful way.

If the issue is related to the general management of the Club, speak directly with a member of the Board of Directors.

If the issue is related to the conduct of another person, follow the steps outlined below.

- Step 1: If you are comfortable doing so, talk about the issue directly with the person who has behaved inappropriately. If this fails to resolve the issue or escalates the issue, proceed to the next step.
- Step 2: If Step 1 is not an appropriate course of action (ex: if your concerns are of a sensitive or serious nature) or doesn't resolve the problem, talk to the captain and/or the coach. The captain and/or coach will attempt to work through the issue with the relevant parties, in a manner and process appropriate to the incident or concerns. If the issue is not or can not be resolved through discussion, the captain and/or coach will offer terms of agreement for all parties. If this fails to resolve the issue or escalates the issue, proceed to the next step.

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- Step 3: Speak to the Member Welfare Officer (Director of Internal Relations). They will listen to the concerns of all parties and take information from the coaches and captains. They may consult with other Board members if/as appropriate. To the fullest extent possible, confidentiality and/or anonymity will be respected while remaining attentive to the concerns raised. The Member Welfare Officer will offer strategies to reconcile the situation.

If a person has engaged in behaviour that is egregiously inappropriate and counter to Enfield RFC's mission and values, or if a person has repeatedly engaged in inappropriate behaviours without demonstrated effort to respect Enfield RFC's Code of Conduct, disciplinary action may be taken by Club Leaders. Depending on the nature and severity of the concern(s), the situation may be escalated to parties external to the club (i.e. Rugby Nova Scotia, police services, etc.).

### **Our Code of Conduct**

Members of Enfield RFC represent our Club while at training, games or events hosted by our Club, sponsors and supporters, other rugby clubs, Rugby Nova Scotia and/or Rugby Canada. We also represent our club when engaging in online rugby forums (ex: social media, webinars). Being a member of Enfield RFC means that I am committed to:

- Respecting the Club's values and beliefs. At the core, this includes being inclusive and supportive, community oriented, and fostering a family-friendly culture.
- Behaving in ways that are respectful towards others, and that do not jeopardize our Club's reputation and community standing. This includes social media communications.
- Treating other Club members with respect regardless of their role within the club. I understand that discriminatory behaviour, bullying or other disrespectful treatment will not be tolerated.
- Accepting and supporting decisions made by the Board of Directors and/or coaches. I understand that decisions are made for the collective good of the club/team.
- Using the Club's Resolution Process for voicing concerns or disagreement with decisions by Club Leadership or incidents that relate to Club Members or activities. Regarding decision making, I understand that my feedback will be considered but may not yield a different outcome.
- Demonstrating respect for coaches and officials at all times. If decisions are to be challenged this should be done in a respectful manner through the team captain.

I understand that Club Leaders will respond to concerns about behaviours by Members that are counter to Enfield RFC's Code of Conduct. This includes behaviours deemed disruptive to the club/team, behaviours that negatively reflect the club, or behaviours that are disrespectful towards another Member, club sponsor or supporter, another club, Rugby Nova Scotia or Rugby Canada. I understand that action may be taken upon analysis of the situation and its severity, and that I am expected to be cooperative.