



CODE OF CONDUCT - LONDON RAIDERS SOFTBALL CLUB

1. Introduction

1.1. To be a member of London Raiders Softball Club [“The Club”] you must:

- Pay your annual membership fee within a reasonable timeframe;
- Agree to abide by the Club’s Code of Conduct and Constitution; and
- Agree to abide by the London Softball League’s Code of Conduct.

1.2. All membership applications will be reviewed annually by the committee before acceptance.

1.3. Memberships may be revoked at any time by the Club as detailed below in at Section 2, Code Of Conduct, Subsection 2.7. Disciplinary Matters.

2. Code of Conduct

2.1. The underpinning principles of the Code of Conduct are the London Raiders Softball Club PRIDE Values, which can be found in the published Statement on the Raiders London Website, namely:

- Participation
- Respect
- Integrity
- Diversity
- Excellence

Further detail of each Raiders Value is provided in Annex A of this document.

2.2. By joining the Club, members agree to enact our values at all times when undertaking Club activities.

2.3. The Club is fully committed to safeguarding and promoting the wellbeing of all its members, ensuring a positive, inclusive and enjoyable experience for all. The Club believes it is important that all members, captains, committee members, coaches and any others associated with the club should, at all times, show respect and understanding for the safety and welfare of others.

2.4. The Club particularly demands that each person’s gender identity be respected and affirmed by all members. Members are encouraged to be open and to share any concerns or complaints with the Committee that they may have about any aspect of the Club’s functioning or any issues with behaviour.



Expectations

2.5. As a member of London Raiders Softball Club, you are expected to uphold the Club's required standards of behaviour, as framed in the Club's Values and in particular to:

- Take responsibility in ensuring you are up to date with the Club's Code of Conduct and Constitution, and London Softball League's rules and standing orders.¹
- Respect the rights, dignity and worth of all participants regardless of age, sex, ability, race, cultural background, religious beliefs, sexual identity or gender identity.
- Recognise the contribution made by the committee, captains and league officials, including game umpires, who are volunteers. These individuals give their time and resources voluntarily to provide a club and sporting environment for you to enjoy safely.
- Respect officials and publicly accept their decisions.
- Strive to be a positive role model in your behaviour, treat other players and officials with the same level of respect you would expect to be shown to you.
- Exercise self-control and demonstrate good sportspersonship at all times.
- Communicate with fellow members, team players, other participants, coaches, league officials, captains, members of the public, and committee members courteously, respectfully, honestly, promptly, and clearly.
- Agree that bullying of any kind will not be perpetuated or tolerated.
- Encourage everyone to enjoy sport and understand that people have different motivations for taking part.
- Be respectful on social media.
- Not bring the Club into disrepute.
- Pay any fees for training, tournaments, membership or other events promptly.

Captain Expectations

¹ All Club members are required to sign a declaration at the start of each season to confirm that they have read and understood the Code of Conduct and Values for London Raiders Softball Club.



2.6. As a captain (of any Club Team - League or Tournament), you are additionally expected to:

- Treat all of your team players (including stand-in/non Club-affiliated players) fairly and with courtesy, dignity, and respect.
- Promote and protect each team player's physical and emotional wellbeing.
- Encourage and support each team player to enjoy the sport and to develop their playing abilities.
- Communicate with your team players, co-captain/s and other participants and officials courteously, respectfully, honestly, promptly, and clearly.
- Take responsibility for collecting any fees due for payment by the Club.
- Set a positive example in your behaviour and uphold the reputation of the Club.
- Adopt a zero-tolerance approach to any form of bullying or ill-treatment, either personally, or by reporting any such issues to the Committee.

Committee Member Expectations

2.7. As a committee member of the Club, you are additionally expected to:

- Carry out your committee duties diligently and promptly.
- Communicate with your fellow committee members, Club captains and members courteously, respectfully, honestly, promptly, and clearly.
- Treat every member, committee member, and external person or participant you deal with on behalf of the Club fairly and with courtesy, dignity, and respect.
- Encourage and support each member to enjoy the sport and to feel included in the Club and its activities.
- Take responsibility for ensuring that the proper functioning and financial affairs of the Club are protected and promoted.
- Set a positive example in your behaviour and uphold the reputation of the Club and committee.
- Adopt a zero-tolerance approach to any form of bullying or ill-treatment, either by dealing with such matters personally, or by reporting them to the Club Managers.

Disciplinary Matters



2.8. Disciplinary matters, applying to all matters of the Club, will be dealt with by the Club Managers in the first instance, and if the Club Managers deem it necessary, by an appointed Disciplinary Committee.

2.9. Disciplinary action against Club members may be taken for failure to meet the Club's expectations as set out above, misconduct or for any other breach of the Club's Code of Conduct and/or Constitution. However, it is recognised and accepted that every member:

- Has the right to expect fair and consistent treatment;
- Has the right to adequate notice from the Club;
- Has the right to appeal against the Disciplinary Committee's decisions.

Grounds for Disciplinary Action

2.10. "Failure to meet the Club's expectations" is the failure to uphold the required standards of behaviour, as set out above. Any such failure may also constitute misconduct, serious misconduct, or gross misconduct.

2.11. "Misconduct" is the carrying out of an action considered to be of a minor nature (unless frequently repeated) which is in breach of the Club's Code of Conduct and/or Constitution. Misconduct will normally incur warning from the Club Managers or Committee, together with a request for appropriate corrective action. Examples of actions that may be considered misconduct include:

- Discourteous, crude or offensive behaviour at games, training sessions, organised Club events, tournaments or via social media accounts;
- Conduct of an unsafe nature;
- Offensive disregard for equipment or property;
- Less serious failures to meet the Club's expectations.

2.12. "Gross Misconduct" is the carrying out of an offence of such gravity that it warrants further action. Gross Misconduct may include unacceptable behaviour from a Club Member who goes beyond or reflects repeated misconduct. In such circumstances the Club Managers / Committee may need to take immediate action under the disciplinary procedures described below to remedy the offence. Examples of Gross Misconduct include:

- Misconduct, if grave and/or repeated;
- Deliberate, serious, repeated or consistent breaches of the Club's Code of Conduct, Constitution, and/or the Club's expectations;
- Failure to adhere to any corrective action required for misconduct;
- Any attempt to achieve gain or advantage over others by unfair or unscrupulous means, or to cause loss or disadvantage to others;
- Theft, misappropriation or other dishonest conduct;
- Abuse of a position of authority or responsibility within the Club;
- Malicious interference with equipment or property;

- Any attempt to manipulate, intimidate or influence any member of a Disciplinary Committee or Appeal Committee;
- Any other action, which in the opinion of the Club Managers, may bring the sport or the Club into disrepute, or which may result in detriment to the Club or its members;
- Bullying, threatening, aggressive, abusive or sexually inappropriate behaviour.²

Disciplinary Procedure

2.13. On receipt of a complaint from a member, another team within the sport, the governing body, the league/match organisers or any other party, or from their personal awareness of a form of misconduct, the Club Managers will decide whether the complaint falls within the scope of this disciplinary code. If in their opinion it does, they will decide whether the complaint amounts to misconduct or gross misconduct.

2.14. In cases of disputes of a personal nature, the Club Managers will attempt to resolve the situation amicably between the parties concerned. If the complaint relates to the actions of a Club Manager, then two other impartial members of the Committee (to include the Community Manager if they are also not involved in the complaint) will consider the matter. The Committee members will not be selected by the person who is the subject of the complaint.

2.15. Should the complaint be considered misconduct, then typically, a warning will be given by the Club Managers or Committee, together with a request for appropriate corrective action.

2.16. Should the complaint be considered gross misconduct, then the following procedure will be implemented:

- The person who is the subject of the complaint will be temporarily suspended from engaging in any Club activities for the duration of this procedure, unless the Club Managers deem this unnecessary.
- An impartial Committee member will be designated by the Club Managers to investigate the complaint.
- The complainant will be advised if a disciplinary hearing is called, and they will be asked to explain their complaint (not necessarily in the presence of the person who is the subject of the complaint).
- The subject of the complaint will be notified that a complaint against them has been made, and informed as to the key elements of the complaint made.
- If resolution cannot be agreed between the parties, or if the misconduct merits it, then a disciplinary hearing will be arranged as soon as possible.

Disciplinary Hearing

² Sexual harassment and any discriminatory behaviour will not be tolerated and where proven will be dealt with through the gross misconduct process.



2.17. A member of the Committee or impartial Club member shall be appointed to take charge of organising the hearing. They will notify all parties as to the hearing date at least seven days in advance of the hearing, and ensure the parties have all the relevant information at least seven days prior to the hearing.

2.18. A disciplinary committee will be appointed which will consist of:

- At least one Club Manager and two members of the Committee, who will, insofar as possible, not be involved in the events in question.
- If both Club Managers are involved in the complaint, two other impartial Committee members will attend the disciplinary hearing. This should include the Community Manager (if not involved in the complaint).

2.19. The complainant will be advised if a disciplinary hearing is called, and will be invited to present their complaint (not necessarily in the presence of the person who is the subject of the complaint).

2.20. The person who is the subject of the complaint will be invited to respond (not necessarily in the presence of the complainant).

2.21. The disciplinary committee shall keep confidential the information and representations they become privy to in the course of the disciplinary process.

2.22. Within seven days of the Disciplinary Committee reaching a decision, the subject of the complaint will be notified of the decision and any penalties imposed.

Penalties

2.23. Following the hearing, the Disciplinary Committee will apply such penalties as they consider appropriate, which may be temporary or permanent, and may include:

- expulsion from the club;
- removal from the committee;
- a banning order from running for a committee position;
- removal as a team captain;
- a banning order from running for a captain's position.

2.24. The person's re-engagement with Club activities shall be determined during the hearing.

2.25. Any penalties / re-engagement with Club activities will be effective from the date that the decision is communicated to the relevant person.

Appeals

2.26. If an appeal against the decision or penalty is made, then the subject of the complaint must notify the appointed organiser of the Disciplinary Committee within seven days of the decision. The person who is the subject of the complaint will be temporarily suspended from engaging in any Club



activities for the duration of this procedure, unless the Club Managers deem this unnecessary. No appeal will be considered after that period has elapsed.

2.27. An appeal must include the written reasons for the appeal, which can relate to:

- the decision;
- the penalty; or
- any conflict of interest.

2.28. An appeal hearing will be convened as soon as practicable and will consist of an Appeal Committee of three members of the Committee, and/or impartial Club members who did not take part in the first hearing. Seven days' notice shall be given of the appeal hearing.

2.29. The Appeal Committee will elect its own Chairperson. The Appeal Committee may, in its discretion, choose to hear from the complainant and/or the subject of the complaint, or choose to make its decision without hearing further from any parties.

2.30. The Appeal Committee shall keep confidential the information and representations they become privy to in the course of the appeal process. The Appeal Committee shall vote by majority on the subject of the appeal.

2.31. The Appeal Committee shall have power to uphold, amend or revoke any decision made at the initial disciplinary hearing. The Appeal Committee shall also make a decision with regard to the person's re-engagement with Club activities.

2.32. The appeal outcome will be communicated to all relevant parties and to the Committee within seven days of the appeal hearing. The decision of the Appeal Committee is final and binding on the parties and the Club as from the date that it is communicated.

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Annex A - Raiders PRIDE Values

Partnership: we take a collaborative approach with all members, partners and the wider softball & LGBTQIA communities to provide a safe and enjoyable softball experience for Raiders, our friends and allies.

Respect: acting with respect is a cornerstone of all interactions with each other, our competitors and our supporters and community, on and off the diamond

Integrity: we lead by example; we show honesty and transparency in all our decisions and by what Raiders means to us as a club, through a culture of fair play, doing what is right, learning from our experiences and holding ourselves to account.

Diversity: we fully embrace and give space to the diversity of our membership, acknowledge those in the LGBTQIA community who have additional barriers to accessing sport, celebrate intersectional identities and demonstrate positive role modelling, champion equality and represent our club with pride.

Excellence: we strive for excellence, and support each other in being our best and most authentic selves, as players and teammates.