



Code of Conduct and Discipline

London Wayfarers Hockey Club

Code of Conduct

Objective

The objective of London Wayfarers Hockey Club (LWHC) is to play good quality hockey, to be respected for our hockey and to be known as a warm friendly Club where our opposition, fellow members, family and friends feel welcome.

Principles

- Take risks, be your best, never regret
- If the team win, we all win
- Do the right thing, not the easy thing
- Humility in victory, gracious in defeat
- Contributions made off the pitch are as important as those made on it
- Be honest, open and supportive to others

The following Code of Conduct has been written to uphold the aims of London Wayfarers Hockey Club and to help and protect all players, umpires and spectators involved in the sport regardless of whether it is in league games, friendly matches or training sessions. It should be read in conjunction with the Rules of Hockey and the England Hockey Code of Discipline.

London Wayfarers Hockey Club is fully committed to safeguarding and promoting the well-being of all its members, ensuring a positive and enjoyable experience for all. The Club believes that it is important that members, coaches, Club officials and parents associated with the Club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the Club with our Club Welfare Officer.

Each individual is accountable for his or her own actions. Whether you are playing, watching, coaching or umpiring, it is your personal responsibility to treat your own team, opposition players, coaches, spectators and the umpires with respect at all times whether it is on the pitch or during any other Club related activity.

All participants must respect the rights, dignity and worth of all other participants.

Playing Members

As a member of London Wayfarers Hockey Club, you are expected to abide by the following code of practice:

- All members must take responsibility in ensuring they are up to date with the rules, understand and adhere to them.
- All members must respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity.
- Members should recognise the valuable contribution made by coaches and officials who are usually volunteers. They give their time and resources to provide hockey for you.
- All members must respect officials and publicly accept their decisions.
- All members should be positive role models, treat other players and officials with the same level of respect you would expect to be shown to you.
- Use correct and proper language at all times.
- Members are not allowed consume illegal substances on Club premises or whilst representing the Club at any event.
- Junior members are not allowed to smoke, consume alcohol or drugs of any kind on Club premises or whilst representing the Club at any event.
- Members should keep to agreed timings for training and competitions or inform their coach or team manager if they are going to be late.
- Members must wear suitable kit for training and match sessions, as agreed with the coach/team manager.
- Members are expected to wear the official Club kit when representing the Club in any official competition.
- Junior members must wear mouth guards and shin pads when participating in training and match sessions.
- Members must pay any fees for memberships or events promptly.
- Bullying of any sort will not be tolerated. Encourage everyone to enjoy sport and understand that people have different motivations for taking part.
- Violent conduct towards other members, opposition, officials or volunteers will not be tolerated at any time whilst representing the Club or attending Club activities.

There are additional responsibilities placed on individuals around playing activity and these are detailed below:

Communication

Hockey is a team sport. Other players depend on you for the enjoyment of their sports activity. Keep this in mind when committing to a team sport.

- If you cannot attend training sessions, matches or other activities inform your captain or coach. Be proactive in your communication to support them.
- If you have a point to make to your captain, coach or a Club official, about team selection or other matters, that is your right, but please do so in an appropriate manner and at an appropriate time. Please remember that they are often volunteers.

Playing kit

All players, when representing the Club on and off the pitch shall act and dress accordingly.

- The Club can be fined for not wearing the right kit in league games; all players must have numbered shirts with no duplicates. Any fines will be payable by the team incurring them.
- During matches you must wear the official London Wayfarers Hockey Club playing kit; this includes shirt, shorts or skorts, socks.
- For home matches the Club colours are:
 - official black logo shirt
 - black shorts/skirts/skorts
 - orange and black hooped socks
- Unless agreed otherwise with the opposition prior to match day, the Club colours for away matches are:
 - official white logo shirt
 - black shorts/skirts/skorts
 - orange and black hooped or white socks

Match days

- Arrive at the place stipulated at the correct meeting time.
- Do not knock balls up on the side of the pitch when another game or activity is in progress. No one is allowed to go on the pitch at any of the Club's home pitches until the previous game has finished and it would be prudent to adopt the same approach at away venues as well.
- Warm-up properly before the game and cool down after the game, it prevents injury and contributes to the team's success.
- The captain/coach is responsible for the conduct of the team and spectators for the duration of the game. Do not put him or her under pressure by poor behaviour.
- A team can consist of 16 players; hence rolling substitutions should be expected. Whilst off the pitch wear a different colour top from your playing strip.
- Only warm up on your side of the team/bench area, not in front of any opposition bench or that half of the pitch.
- Coaches and/or managers should stay in designated area close to the half way line and not cross over into the other half.
- Substituted players are expected to act with dignity, and to contribute to the team's efforts by supporting their team mates.
- If you need a rest to recover from injury or for any other reasons just ask to be substituted, it may help the team and your own performance.
- During the captain/coach's team talks have the courtesy to listen to what is being said. He or she only has a few minutes to put points across, please do not interrupt or start rival conversations.
- Don't criticize or remonstrate with your team mates, every player has off days, it could be you next week, therefore encourage and support.
- Cool down and stay together as a team regardless of the result. It helps with any following matches if you do this off the playing area.

- Do not approach opponents on the pitch immediately after the game in an aggressive or abusive manner.
- At the end of the game always thank the umpires and shake hands with your opponents.

Interaction with match officials

- It is important to recognise that a game of hockey cannot take place without the presence of two umpires.
- Abuse of an umpire whether verbal or physical will not be tolerated.
- Never argue with an umpire. If you have a query, ask your captain to approach the umpire at half time or after the game in a calm and courteous manner to get clarification.
- Do not pursue discussions in the changing rooms. Positive discussion between the players and the umpires is actively encouraged during the post-match refreshment.

On pitch behaviour and discipline

London Wayfarers Hockey Club wants to achieve an exemplary record, and it should go without saying that those who undermine our efforts in this area are risking their future with the Club.

- Anyone receiving more than three yellow cards in any season will be called before the Disciplinary Committee.
- We will not tolerate players regularly getting carded or sent off. It gets the Club a bad name and contrary to what some might believe, it does not help us to win matches.
- We expect umpires to be treated with respect before, during and after the game.
- If for any reason a player is sent off with a green or yellow card they should leave the pitch quickly and under control, so that the game can be restarted without undue delay. You are required to stay in the area designated by the umpire and sit quietly, take time to reflect on your actions, take your punishment and learn from it.
- The penalty for a red card will be at least the cost of the Club's administrative fees, as well as the actions taken as detailed in the Disciplinary Code.
- Abuse of any kind will not be tolerated by the Club. Cases of abuse on the grounds of gender, disability, race and ethnicity, religion or beliefs and sexual orientation by any Club member will be investigated by the Club's Disciplinary Committee.
- Unprovoked aggression, intimidation and verbal abuse are not acceptable at this Club.
- If any member feels that they have been abused in any of the above ways by another Club member or a player or official from another Club or organisation then they must contact the Club Welfare Officer or another member of the Executive Committee as soon as possible.
- Fines for yellow cards can be set by each team captain, additional penalties may be considered by the Club's Disciplinary Committee if the number of yellow cards in a season reaches three for any individual.

Coaches, Club Officials, Volunteers, Parents and Spectators

The essence of good ethical conduct and practice is summarised below.

All LWHC Coaches, Club Officials and Volunteers must:

- Consider the well-being and safety of participants before the development of performance.
- Develop an appropriate working relationship with players, based on mutual trust and respect.
- Make sure all activities are appropriate to the age, ability and experience of those taking part.
- Promote the positive aspects of the sport (e.g. fair play).
- Display consistently high standards of behaviour and appearance.
- Discourage unfair play and arguing with officials.
- Follow all guidelines laid down by the England Hockey and LWHC.
- Hold the appropriate, valid qualifications and insurance cover.
- Never exert undue influence over players to obtain personal benefit or reward.
- Never condone rule violations, rough play or the use of prohibitive substances.
- Encourage and guide players to accept responsibility for their own performance and behaviour on the pitch and in any other capacity when representing the Club.
- Encourage players to value their performances and not just results.
- Show respect for match officials and opposition.
- Use correct and proper language at all times.
- Never use threatening or abusive language or behaviour towards young people, officials, parents or supporters.

All parents/carers must:

- Encourage your child to learn the rules and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognise good performance, not just results.
- Never force your child to take part in sport.
- Set a good example by recognising fair play and applauding good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept officials' judgements.
- Support your child' involvement and help them to enjoy their sport.
- Use correct and proper language at all times.
- Never use threatening or abusive language or behaviour towards young people, officials, other parents or supporters.
- Encourage and guide players to accept responsibility for their own performance and behaviour.
- Ensure that both themselves and their child act appropriately and respectfully when representing the Club or attending Club activities which include training, matches and social events.

All spectators must:

- Show respect for your team's opponents and the umpires, without them there would be no game.
- Respect the umpire's decisions and positively support your own team and remember nobody makes a mistake on purpose positive encouraging comments can be motivational.
- Stay off the pitch at all times and, wherever, possible at the opposite side of the ground from the team area.
- Use correct and proper language at all times.
- Never use threatening or abusive language or behaviour towards young people, officials, parents or supporters.

Disciplinary Code

Objective

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Principles

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Despite ever-increasing pressures in hockey, in accordance with its Objective and Principles, London Wayfarers Hockey Club is committed to establishing a good disciplinary record of which it can be proud.

The Disciplinary Code provides formal action to be taken for a failure to meet the standards expected in respect of etiquette, behaviour and conduct as set out in the Code of Conduct. This applies both during hockey activities and at all other times when representing the Club, or being seen to represent the Club including social activities.

- The Disciplinary Committee comprises of a minimum of 3 Executive Committee members from a pool of designated members.
- The award of a red card or three yellow cards in a season will require a player to appear before the Disciplinary Committee.
- Breach of the Code of Conduct may require a member to appear before the Disciplinary Committee; this includes any behaviour when representing the Club or attending any Club activity and falling short of the expectations set out in the Code of Conduct.
- Allegations of abuse of any kind will not be tolerated by the Club. Cases of abuse on the grounds of gender, disability, race and ethnicity, religion or beliefs and sexual orientation by any Club member can be brought to the Disciplinary Committee by any other member.
- Unprovoked aggression, intimidation and verbal abuse are not acceptable and will be investigated by the Disciplinary Committee even (but not solely) if it relates to on pitch behaviour where match officials have not disciplined or carded the player(s) in question.
- Previous conduct and any disciplinary record will be taken into account by the Disciplinary Committee.
- Complaints or the receiving of cards need to be filed with the Club Chairman or alternatively Club Welfare Officer.
- The Disciplinary Committee meeting will be convened within 7 days of receiving complaints about conduct, or a red card or final yellow being awarded.

- In the case of a red card the procedures and sanctions laid down by England Hockey and responsible counties will apply.
- Captains and team managers are reminded that they are responsible for the behaviour of all their team players.
- Captains or team managers are required to record the awarding of yellow cards and the details of the offence committed. These details will be reported to the relevant section captain, who will forward the information to the Disciplinary Committee as required.
- In the event that any of the above involves a junior member of the Club the legal representatives will be required to attend the Disciplinary Committee meeting and represent the junior member.

Procedures of the Disciplinary Committee Meeting

- The member concerned will be advised of the matters or allegations prior to the meeting.
- If a member is asked to appear they may bring along another member to speak on their behalf or as an observer or to put any facts before the Disciplinary Committee.
- Both the member and the Disciplinary Committee may call witnesses as appropriate to attend the disciplinary hearing; any witnesses called may be cross examined by either party.
- In the event of abuse or unprovoked aggression the Disciplinary Committee is entitled to hear both parties to reach a decision.
- The hearing will be adjourned to enable a decision to be reached; this will include consideration of the member's previous disciplinary record.
- On the same date, wherever possible, the member will be informed verbally of the decision and reasons given on how the decision has been reached.
- If any disciplinary action is to be taken, the member will be informed in writing within 5 days of the hearing. This will include details of the member's right to appeal.
- Minutes of meetings held will be recorded and these will be available for inspection by the member, on written request, where these relate to decisions concerning the member.
- The decisions of the Disciplinary Committee will be final, subject to the right of appeal laid out in the England Hockey Disciplinary Code. Any appeal must be submitted in writing and a decision will be made by the Club's Executive Committee.
- The Disciplinary Committee can impose any penalty that it considers appropriate including a recommendation to the Executive Committee that the member be expelled from the Club.

Penalties

The Disciplinary Committee may impose the following penalties in case of any cards received or breach of the Code of Conduct:

- Verbal warning (formal or informal)
- Written warning
- Suspension from any playing activity (matches, training etc) for a period to be defined
- Suspension of membership of the Club for a period to be defined (including any playing activity, social activities and volunteering)
- Recommendation to the Executive Committee of expulsion from the Club

- Reimbursement of costs incurred by other party
- No further action

All penalties may have conditions attached at the discretion of the Disciplinary Committee. The Club will keep general behaviour under review as necessary.

Right of Appeal

Members have the right to appeal any decision taken by the Disciplinary Committee. The following applies:

- In the case of a red card the appeal process will be following the procedure and timings as set out by England Hockey and responsible counties or umpire associations.
- In case of any other disciplinary action taken following three yellow cards or breach of the Code of Conduct the member will have the right to appeal the decision with the Club's Appeals Committee.
- The member needs to file the appeal within 10 days from receiving the sanction in writing with the Club Secretary who will be a member of the Appeals Committee.
- The Appeals Committee will comprise of at least three Club Committee members chosen from a designated pool of members who have not been involved in the Disciplinary Committee for the case in question.
- The Appeals Committee will convene within 7 days of receiving the appeal.
- The Appeals Committee will consider the case and sanction and will recommend to the Disciplinary Committee to; either overturn their decision and review the case or confirm the sanction applied.
- If the case is returned to the Disciplinary Committee the same timings as before apply. The case will be reconsidered and the new decision following the hearing is final with no further right to appeal.

Any changes to the Disciplinary Code will have to be approved by the membership at the Annual General Meeting.

Both the Code of Conduct and Disciplinary Code have been approved on behalf of London Wayfarers Hockey Club.

APPROVED AND SIGNED ON JULY 28th 2016

Marcel van Eldik
Chairman

Sarah Kenny
Club Secretary