



Swindon Wheelers Cycling Club (SWCC)

Code of Conduct and Disciplinary process

As an affiliated club, SWCC has adopted British Cycling's (BC) code of conduct and disciplinary processes which can be found within the Handbook:

https://www.britishcycling.org.uk/zuvvi/media/media/press/BC_2022_HANDBOOK-Linked.pdf

Based on the BC code of conduct, SWCC Cycle's Code of Conduct is designed to create a culture in the club of responsibility for our own actions or omissions when taking part in the sport we all enjoy.

The Code outlines the types of behaviours which members are expected to follow. It is not an exhaustive list of do's and don'ts but summarises the core principles that members should adopt. This includes when not on SWCC rides or activities as your membership of the club and therefore ability to bring both cycling and the club into disrepute is traceable. This code applies to all members and non-members who ride as part of a SWCC managed group.

There are separate club policies for ride etiquette and the use of social media. These can be found on the club's website: <https://swindonwheelers.org/club-policies-and-constitution/>

1. Key Elements of the Code

The code is designed to ensure the safety and well-being of all club members and to protect and enhance the reputation of both cycling in general and the club in the wider community. All persons who are bound by this code shall:

- Act in a manner that is in the interest of the club and does not harm the reputation of SWCC
- At all times: follow the club's policies, procedures and guidance.
- Be courteous and respectful to club members, the public and fellow road users
- All who participate in club rides must read and comply with SWCC etiquette and ride safety guidance: <https://swindonwheelers.wpcomstaging.com/rides/swindon-wheelers-riding-etiquette/>
- Behaviour at club events:
SWCC expects its members to behave in a way that demonstrates respect for other club members and the general public. It also wishes to operate in an environment that is free from harassment or discrimination.
In addition, the club will not tolerate:
 - Damage to or theft of any person's property.
 - The use or encouragement of the use of banned substances (as outlined in the UCI anti-doping policy).

- Any behaviour that would harm the reputation of both cycling and the club, especially when out on an organised cycle event. For example, difficult encounters with inconsiderate drivers and other road users are a frequent occurrence and must be handled with tact and sensitivity, even if the other road user is in the wrong.

2. Gross misconduct

The following are considered as gross misconduct:

- Any act (either physical or verbal) of abuse, violence, intimidation, bullying or harassment against another club member or member of the general public.
- Any act that is deemed to be illegal whilst participating in a club organised activity.
- Riding in or to/from a club activity whilst under the influence of drugs or excessive alcohol.
- Theft of another member's or of the club's property.
- Ignoring the requests or instructions from club officials including the ride leader
- Bringing the sport and or club into disrepute

3. Grievance and Disciplinary process

- Non-compliance with the code of conduct may be reported to a SWCC committee member through a variety of routes, depending on the incident and sequence of events that have led to the breach.
- The club occasionally receives feedback on its website or directly to the club secretary regarding the conduct of one or more of its members. Most of these are of a trivial nature and do not require in depth investigation. If some action is required, it will be to counsel the member(s) involved in order to address the issue and if appropriate take action to stop the incident happening again. Any action required to address these trivial incidents would in the first instance be determined by the ride leader or organiser of the event.
- Normally if the breach was the first of its kind and of a relatively minor nature, the individuals concerned would be requested to take the appropriate remedial action and would suffer no further consequences. A repeat of the breach, or a more serious incident might trigger the issuing of a formal verbal or written warning to those who were deemed to be responsible for the breach.
- For more serious issues where gross misconduct is a potential; especially those involving safety and/or abuse violence, intimidation, bullying or harassment, the member or members involved would normally be asked to explain what had happened to a disciplinary investigation team appointed by the club committee.

This team would be comprised of three committee members (who were not involved in the incident) and would have the power to investigate what happened and make recommendations. These would be discussed by the full club committee, if necessary, at a specially convened committee meeting.

- During the process of the investigation the club member(s) will be suspended from all club activities
 - Both the club member(s) and investigation team would have the right to gather and submit evidence from witnesses to ensure a fair and thorough review of the incident
- Finally, the investigation team would review the evidence and agree its conclusions and recommendations which will then be submitted to the full committee. Once these had been agreed by the committee, they would be communicated back to the members involved.

Sanctions range from:

- Verbal warning
- Written warning
- Removal from the club

Proven gross misconduct will result in expulsion from the Club reporting to the British Cycling disciplinary officer and if necessary, involvement of the Police.

Returning to SWCC having left as part of a disciplinary process

- The committee accepts that individuals may make choices that they later regret and having left the club as part of a disciplinary process may wish to re-join SWCC
- In the first instance this involves the individual writing to the club secretary outlining their rationale for re-admission to the club based on acceptance of their previous behaviours and a commitment to act according to the clubs' policies.
- Depending on the nature of the incident which led to the disciplinary action re-admission to the club may be considered by the committee
- If a member is permitted to re-join their membership will be on a trial basis for a specified period of time ensuring that the rider is committed to follow the club's policies
- During this trial period the member is not permitted to hold any positions on the committee or lead rides
- Re-joining the club is not permitted if a Police and or BC investigation are on-going.

Returning to SWCC having previously resigned membership

- The committee is open to considering requests from past members who have resigned their membership to re-join SWCC providing there is clear rationale for re-joining.
- In this instance the individual must write to the committee outlining their reasons for wishing to re-join the club, to include a commitment to adhere to the club's policies.
- The individual's application will then be considered by the committee and, if accepted, their membership will be confirmed.
- Until membership has been confirmed by the committee the individual cannot take part in club rides in any capacity.