

CODE OF CONDUCT
Oxford University Dancesport Club 2009/2010

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1.0 Introduction

1.1 Being totally committed to the safety of its members, the Oxford University Dancesport Club will operate so far as reasonably practicable, in accordance with the following document, its risk assessment, the Proctors rules and the current NGB guidelines.

1.2 The Club is not affiliated to the recognised National Governing Body for our sport for the following reasons:

1.2.1 Membership of EADA does not insure the dancers of the Oxford University Dancesport Club, neither the club nor team members would benefit from this.

1.2.2 The coach Bruce Richardson is insured under his own affiliated governing body. This body cover all dancing accidents in their classes.

1.2.3 Membership of EADA only allows members of the club to compete in the EADA competitions. The Oxford University Dancesport Team already competes in competitions as governed by the Inter Varsity Dance Association (IVDA), and sees little point in joining EADA in order to attend few competitions, and cannot justify the cost this would pass on to its members.

1.2.4 The Oxford University Dancesport Club is affiliated to IVDA, the body that organises the student competitions that the Dancesport team attend. They define the rules and guidelines and have a standing committee to resolve any disputes. Due to the organisation of Dancesport in the UK and the almost complete separation of the student and amateur dance circuit, IVDA is the appropriate body to be affiliated to. As with EADA, IVDA does not insure dancers of the Oxford University Dancesport Club.

In the event that advice or help is needed from EADA, the Oxford University Dancesport Club would contact the Chairman on this email:

David Corfield, CorfieldDancer@aol.com

- 1.3 The Club will appoint a new committee in the second week of Trinity Term. The committee will serve for one complete academic year.
- 1.4 At least two members of the new committee will arrange a Safety Briefing Session with the Sports Department and its nominated officers within four weeks of appointment.
- 1.5 The reviewed and signed versions of the Code of Conduct, Code of Practice and Risk Assessment will be supplied to the Sports Department and its nominated officers within two weeks of the safety briefing.
- 1.6 The clubs appointed “Senior Member” is Dr Michael Donaghy.
- 1.7 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.
- 1.8. 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 YEAR 2009-2010 OUR PROPOSED ACTIVITIES WILL BE:

ACTIVITY	DAY/DATE	VENUE/LOCATION
Club lessons	Most evenings	Various
Team Training	Most evenings Saturday morning	Various Iffley Road
Team Practice	Most evenings	Various
Competitions	Two or three a term at weekends	Various according to hosts
Private lessons	Tuesday, Thursday and occasional Sundays	Various according to availability

3.0 Specialist Officers

- 3.1 The details of the positions of responsibility and club officers are detailed in the Club Constitution. Those currently holding the positions can be found on the Club Website. Below are the three key committee positions held:

4.0 Event Organiser & Activity Leaders

- 4.1 The Oxford University Dancesport Society will follow the guidelines for Event Organisers and Activity Leaders, as detailed in the ‘guidelines for the Code of Conduct’ as displayed in section 6 of the safety webpages at www.sport.ox.ac.uk/safety
- 4.2. The name of the Club appointed Event Organisers/Activity Leaders for **2009/2010** are:

NAME	POSITION	E-MAIL
tbc	President	president@oudancesport.co.uk
tbc	Treasurer	treasurer@oudancesport.co.uk
tbc	Secretary	secretary@oudancesport.co.uk

The name of the Club appointed Coached/Instructors for **2009/2010** are:

NAME	QUALIFICATION/EXPERIENCE	E-MAIL
Bruce Richardson	Licentiate Ballroom Licentiate Latin (from IDTA, ISTD and BATD); International Viennese Waltz judging qualification	bruceoudc@yahoo.co.uk
Neil Kelly	Associate Latin IDTA	info@rubiesdancecentre.co.uk
Zoey Price	Licentiate Ballroom Licentiate Latin (from IDTA and NATD)	N/A
Lee Williams	Fellowship ISTD in Ballroom, Latin, Old-Time, Modern Sequence and Disco	N/A
Bea Prentiss	Over 10 years Teaching Experience	bgp.studiosix@gmail.com
Nickely Burke	Over 25 years Teaching Experience	biserk@hotmail.com

(IDTA - International Dance Teachers Association; ISTD - Imperial Society of Teachers of Dance; BATD - British Association of Teachers of Dance)

4.3. Activity participants:

Although Activity Leaders are 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 an Activity Leader or Event Organiser.

5.0 University/Club Activities

- 5.1 The Oxford University Dancesport Society will undertake its activities as detailed in section 6 of the Code of Conduct "guidelines" to this document.
www.sport.ox.ac.uk/safety

6.0 Activity Registration

- 6.1 The Oxford University Dancesport Society will follow the guidelines of the Sports Federation Trip/Fixture Registration Forms for trips in the United Kingdom and abroad, as detailed in section 10 and 11 of the safety webpages. A Trip Registration form will be submitted by a committee member by the Thursday preceding the intended activity to the Safety Officer. A list of names of all team members will be provided regardless of the fact that some of them may not be travelling. In the instance of international travel, a trip registration form will be submitted by a committee member 7 days in advance of departure with an accurate list of those participating.

7.0 First Aid

- 7.1 The Oxford University Dancesport Society will follow the Sports Federation

guidelines for First Aid provision, as detailed in section 12 of the safety webpages.

www.sport.ox.ac.uk/safety

- 7.2 Given the nature of the Club's activity, it is considered that there is no need for qualified first aid to be present at all lessons and practices. By the wide variety of membership there usually is a person qualified in first aid present. At any major function, i.e. competitions, there is always a qualified first aider present.

8.0 Accident and Emergency Procedures

- 8.1 The Oxford University Dancesport Society will follow the Sports Federation Accident and Emergency Procedures, as detailed in section 7 of the safety webpages. www.sport.ox.ac.uk/safety

9.0 Training Courses

- 9.1 In an effort to promote the highest standards of instruction, training and safety, the Oxford University Dancesport Society actively encourages its members to partake in training courses, gain experience or undertake formal assessment in our sport. The Club will endeavour to follow the Sports Federation guidelines for provision of this, as detailed in section 13 of the safety webpages. www.sport.ox.ac.uk/safety

10.0 Club's Complaint 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 Oxford University Dancesport Society will operate so far as reasonably practicable, in accordance with current NGB guidelines, even though there is no affiliation.

12.0 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 www.sport.ox.ac.uk/safety