



SURBITON POSTAL RIFLE CLUB

Acceptable Behaviour Agreement

Club Behaviour Agreement

This agreement was introduced in 2021 and is deemed to have been 'signed up to' by members by having completed the membership application form. Please ensure you read this Policy through so that the boundaries of what is and is not acceptable behaviour are absolutely clear.

If the behaviour of a member is considered to have fallen below the acceptable level, the matter will be referred to the club committee for review under the club's disciplinary procedure as per the Byelaws.

Purpose:

The club recognises that all members have the right to be treated with consideration, dignity and respect. The purpose of this policy is to support an environment and culture in which bullying, harassment and other similar behaviours are unacceptable. A zero-tolerance approach to unacceptable behaviours is expected and such behaviours will not be tolerated in any form.

Scope

This Acceptable Behaviour Agreement applies to all club members and covers all interactions of a member either with other members or other people who are not members if representing the club in any way. This covers all mediums on interaction – physical, verbal, written and digital (for example, but not limited to emails, texts etc.)

It is the responsibility of members to ensure that:

- They help ensure individuals do not suffer any form of unacceptable behaviour by conducting themselves in a manner that does not cause offence to another person
- They carry personal responsibility for their actions inside and outside the Club
- They are aware of their own behaviour and the effects this may have on others around them
- They understand the Club has a zero tolerance approach to unacceptable behaviour
- They treat other members with respect and dignity and value diversity
- They use the procedure in this policy responsibly and in situations where they genuinely believe that unacceptable behaviour is taking place. Malicious use of this policy or false allegations may result in disciplinary action

Examples of unacceptable behaviour could be: -

- Ignoring Club procedures
- Ignoring instructions from the club officers (e.g. Desk Officer, Range Officer, Committee Member)
- Deliberate defiance of clearly given instructions - particularly where safety is threatened.
- Aggressive behaviour including but not limited to harassment or bullying or physical unprovoked attack;
- Rude or vulgar behaviour;
- Making threats or threatening behaviour;
- Vandalism to property or equipment;
- Discrimination against members

Process:

An allegation of behaviours such as bullying, harassment, victimisation and discrimination is very serious and should not be made lightly. Malicious, false or reckless allegations may themselves be disciplinary offences which could lead to disciplinary action being taken up to and including dismissal.

In the event that a breach / suspected breach of the agreement occurs, it should be referred to either the Chairman or Secretary who will follow the club's complaints or disciplinary process as appropriate.

DEFINITIONS**Discrimination**

- Direct discrimination occurs when someone is treated less favourably than another person because of a protected characteristic they have or are thought to have (see perception discrimination below), or because they associate with someone who has a protected characteristic (see discrimination by association below)
- Discrimination by association is direct discrimination against someone because they associate with another person who possesses a protected characteristic.
- Perception discrimination is direct discrimination against an individual because others think they possess a particular protected characteristic. It applies even if the person does not actually possess that characteristic.
- Indirect discrimination occurs when the Club has a condition, rule, policy or even a practice that applies to everyone but particularly disadvantages individuals who share a protected characteristic.

Harassment

Harassment is unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual's dignity or creating an intimidating, degrading, humiliating or offensive environment for that individual.

Victimisation

Victimisation occurs when a member is treated badly because they have made or supported a complaint or raised a grievance under the Equality Act or the Club's policies, or because they are suspected of doing so.

Bullying

- There are various examples of bullying, these may comprise:
 - an abuse of power
 - threatening, abusive or humiliating behaviour directed at an individual
 - more subtle isolating behaviour
 - offensive discrimination through vindictive, cruel, insulting, malicious or humiliating behaviour
 - attempting to undermine an individual or group of members

Violence

Any incident in which a person or group is verbally abused, threatened or assaulted.