

BROOMIEKNOWE GOLF CLUB

CODE OF GENERAL CONDUCT (MEMBERS)

Policy Summary:	This document sets out Broomieknowe Golf Club's Code of General Conduct (Members) Policy.
Policy Owner:	Council, Broomieknowe Golf Club.
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1.0 Code of Conduct

The aim of this Code of Conduct Policy is to ensure that Broomieknowe Golf Club continues to be a welcoming and family-friendly environment where all categories of members, their guests and other visitors can enjoy the use of Club facilities.

2.0 Principles

The Club upholds the principles of equality, integrity, dignity and respect whilst encouraging all members to adopt a model of behaviour that supports the Club in upholding these. In support of these principles, all members are encouraged to consider the environment in which they find themselves, modifying behaviour and language in order not to cause nuisance or offence to others.

3.0 Misconduct

The following are examples of actions that may constitute misconduct:

- disruption of or improper interference with the administrative, sporting, social or other activities of the club, whether on club premises or elsewhere;
- obstruction of, or improper interference with, the functions, duties or activities of a fellow member, club employee or visitor;
- violent, disorderly, threatening, abusive or offensive behaviour or language whilst on club premises, on social media or whilst engaged in any club activity;
- fraud, deceit, deception or dishonesty in relation to the club or its employees or in connection with any club office bearer or in relation to being a member of the club;
- behaviour likely to cause injury or impair safety on club premises;
- sexual, racial or any other form of discriminatory behaviour towards or harassment of any fellow member, office bearer, employee or visitor;
- a deliberate breach of the Rules of Golf or Broomieknowe Golf Club Local Rule(s);
- a breach of an Article or Bye-Law or other such Rule imposed by the Club;
- intentional or reckless damage to or defacement of club property, the property of other club members, or the misappropriation or misuse of such property. Misuse or unauthorised use of club premises or items of property, including inappropriate use of IT and office equipment;
- conduct which constitutes a criminal offence where that conduct occurs on club premises, affects or concerns other members of the club or the public, or itself constitutes misconduct within the terms of the Code of Conduct, or is an offence of dishonesty where the member holds an office of responsibility in the club;
- conduct which contravenes a previously-imposed penalty, requirement or undertaking under this Code of Conduct.

- We will not tolerate any form of bullying, harassment or sexual harassment of employees.

4.0 Member Complaints

A member who wishes to make a complaint regarding the conduct of another member must, within 7 days of the alleged incident, submit the details of the complaint, in writing or the Captain / Secretary of the Club.

5.0 Acting on Complaints

On receipt of the complaint, the Captain / Secretary will, in accordance with the Disciplinary Procedure:

- forward the complaint to the member in question, requesting a response within 7 days;
- undertake further investigation as he/she sees fit and/or;
- forward the complaint, written response and other relevant material, if applicable to the Disciplinary Committee for consideration in accordance with the Disciplinary Procedure.

6.0 Management of Complaints

In accordance with the Disciplinary Procedure, the decision of the Disciplinary Committee, including any sanctions with appropriate reasons, will be communicated to both parties, in writing, by the Captain / Secretary within 14 days of the hearing.

7.0 Appeal Procedure

The member is afforded the right of appeal against any sanctions in accordance with the Disciplinary Procedure.