

Policy – SFS Code of Conduct

Overview

Introduction	This policy sets out the code of conduct expected by SFS.
Target Audience	Members, guests, volunteers and staff of SFS
Purpose	This code has been developed to assist club members to promote active participation in sailing and social activities within a safe and enjoyable environment. This code applies to all members and their guests.

Behaviour of Members in the club

Introduction	This covers the behaviour of members within club premises, or while representing the club
General behaviour	Members must not engage in conduct that will reflect adversely on the club or sailing generally. Members, guests and volunteers must behave in an appropriate, professional and sportsmanlike manner whilst sailing and in the club, and at all times when representing the club.
Dress	Members must dress appropriately and abide by the By-laws as set out from time to time.
Smoking	Members must not smoke on the premises, except in designated smoking areas.
Children	Members must ensure that all children are supervised at all times and ensure no guests under the age of eighteen (18) years are allowed to use poker machines or be supplied liquor on the premises.
Responsibility for visitors	Members will be solely responsible for all guests they introduce to club premises, including correct signing in, their conduct and compliance with the code of conduct and departure at the same time (or earlier than) as the member.
Cooperation with Management	Members are to cooperate and follow directions from club officials and management at all times.
Use of facilities	Members must use facilities and equipment for their proper purposes, and in compliance with any lease, licensing laws, neighbourhood agreements and terms issued by the management. They must, at all times, protect and preserve the premises, grounds, facilities and assets of the club, and keep them as clean and tidy as possible.

Members actions

Introduction	This section covers the interaction between members and other people.
General	Members must refrain from abuse, intimidation and/or harassment of others.
Discrimination and vilification	Members must not engage in discriminatory behaviour, including public disparagement of, discrimination against, or vilification of, a person on account of an attribute (for example race, (including colour, nationality and national or ethnic origin), sex (including pregnancy), marital status, disability, homosexuality, transgender, carer's responsibility).
Independence	Members have a duty to make decisions solely on merit and in the club's and the sport's interests. Members must not act in order to gain financial or other benefit for self, family, friends or business interests, nor use the club or sport as a means of pursuing personal grievances with other members and their guests.

Compliance

Introduction	This section covers compliance with regulations and laws.
General	Members must comply with all laws and codes of conduct, including those of Sailing Australia, NSWYA, Licensing Laws and Regulations, and Sydney Flying Squadron Limited (SFS Ltd) Articles of Association and Sailing Instructions.
Privacy	Members must maintain the integrity and security of the club's confidential documents and information and comply with the Privacy and Personal Information Protection Act 1998.
Children and young people Act	Members, office bearers and volunteers must abide by the Commission for Children and Young People Amendment Act 2005 and in particular, disclose to the appropriate officer if they have been convicted of serious child offence. In addition, those in positions of authority with children agree to submit to regulatory police checks and other checks in terms of the Act.
Consumption of alcohol	The club encourages personal and social responsibility in the serving and consumption of alcohol. The club does not condone the use of alcohol in any manner which is unsafe, illegal or fails to respect cultural differences and the rights of others.
Use of drugs	Illegal drug use of any kind is not condoned.

Breach of code

Introduction	This section covers the action that may be taken for a breach of the code.
Removal from the club	Failure to comply with this code may result in immediate expulsion from the club premises as directed by club officials or management.
Expulsion from the club	If a member is in breach of the Code of Conduct, the SFS Ltd Articles of Association makes provision for "suspension or expulsion" of membership.

Document Origin

No.	Author	Department
1	SFS Board	SFS Board

Change History

Version	Date	Changes
1.0	1/11/2011	Initial Version
