

Oxford University Eton Fives Club

Code of Conduct 2022/2023

1. Introduction

1.1. “Being totally committed to the safety of its members, the 2022/2023 Oxford University Eton Fives Club will operate so far as reasonably practicable, in accordance with the following document, its risk assessment, the Proctors Rules and the current Eton Fives Association guidelines.”

1.2. The club is affiliated to the recognized National Governing body for our Sport:

Eton Fives Association

45 Sandhills Crescent, Solihull, West Midlands, B91 3UE
0121 7113771.

info@etonfives.com

www.etonfives.com

1.3. The University's Public Liability insurance over the Eton Fives courts is effective so long as the Club is registered with the National Governing Body, abides by the Club Codes of Conduct and where appropriate effect any insurances provided by the body.

1.4. The club will appoint a new committee on the first week of Trinity term. The committee will serve for one complete academic year.

1.5. Three members of the new committee will arrange a Safety Briefing Session with the Area Safety Officer for Sport within two weeks of appointment.

1.6. The reviewed and signed versions of the Code of Practice and Risk Assessment will be supplied to the Area Safety Officer for Sport four weeks after the appointment of the new Committee.

1.7. The club's appointed "Senior Member" is Gareth Hoskins.

1.8. It is the responsibility of the individual to bring to the attention of the Committee any known medical condition or previous injury 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 A.S.O.

1.9. 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. Club Activities

FOR THE YEAR 2022-2023 OUR PROPOSED ACTIVITIES WILL BE:

ACTIVITY	DAY/DATE	VENUE
Regular Training	Mon, Tues, Wed, Fri, Sat pm	Iffley Road Sports Centre
Regular Matches	Various	Iffley Road Sports Centre
Universities Tournament	tbc.	tbc.
Mixed Universities Tournament	tbc.	tbc.
Varsity Match	tbc.	tbc.

3. Specialist Officers

3.1. The Club Committee will consist of the following officers who shall be fully matriculated members of the University:

- President
- Treasurer
- Secretary
- Captain (Male and Female)
- Vice-Captain (Male and Female)

Suggested duties and responsibilities of the individual Officers are outlined in point 3 of the guidelines to this document.

3.2. In addition to the duties above, the Captain assumes the positions of club Safety Officer, First Aid Officer and Transport Officer. The duties of this position are highlighted in the Code of Conduct guidelines to this document.

3.3. No Training Officer or Equipment Officer exist within the club. The duties of both positions rest equally with the committee members.

4. Event Organiser & Activity Leaders

4.1. The Oxford University Eton Fives Club will follow the Sports Federation guidelines for Event Organisers and Activity Leaders, as detailed in Section 6 of the safety webpage.

The name of the Club's appointed Event Organiser for 2021/2022 is:

NAME	POSITION	EMAIL
Hugo Young	Men's Captain	hugo.young@st-hildas.ox.ac.uk
Imi Culhane	Women's Captain	imogen.culhane@worc.ox.ac.uk
Beau Swallow	Secretary	sebastian.swallow@some.ox.ac.uk

Due to the limited size of groups within the club engaging in activities, and the intrinsic indoor nature of these activities, the Event Organiser will assume responsibility for the duties of the Activity Leaders (as detailed in section 6: Code of Conduct guidelines on the safety webpage).

4.2. Activity participants:

Although the Event Organiser is responsible for informing participants about the exact nature of the activity, participants should be aware that they are responsible for their own actions, especially if they choose to disregard advice given by an Event

Organiser.

5. University/Club Activities

5.1. The activities of OUEFC are recognized where one or more of the following points is upheld:

- the activity is conducted under the name of University of Oxford.
- the activity is funded by the University, Sports Federation or OUEFC.
- the activity requires use of equipment owned by the University, Sports Federation or OUEFC.
- the activity requires transport booked through the University or Sports Federation.

6. Activity Registration

6.1. The Oxford University Eton Fives Club will follow the guidelines of the Sports Federation Trip/Fixture Registration as detailed in Section 10 & 11 of the safety webpage.

6.2. In the case of minor injury, it is the individual's responsibility to seek First Aid or medical attention. In the case of major injury responsibility lies with, first, any committee members should they be present, and next, any other individuals present.

7. First Aid

7.1. The Oxford University Eton Fives Club will follow the Sports Federation guideline for First Aid provision, as detailed in section 12 of the safety webpage.

7.2. The Club does not require that any members undertake First Aid Training. Injuries in the sport are rarely major and Eton Fives courts are invariably sufficiently close to First Aid provisions (especially at the Iffley gym) that help may be sought quickly. Nevertheless when playing at premises other than the Iffley Gym, provisions

should be checked and, where necessary, organized.

8. Accident and Emergency Procedures

8.1. The Oxford University Eton Fives Club will follow the Sports Federation Accident and Emergency Procedures, as detailed in section 7 of the safety webpage.

9. Club's Complaint Procedure

9.1. The Club operates a procedure that allows Club members to raise complaints about issues, which might include the following:

- The safety of the Club
- Poor Standard 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.

9.2. Complaints concerning Club safety or operational matters should initially be addressed to the Club Captain. If this does not prove satisfactory a written complaint should be made with the Sports Federation President. The matter will be considered at the next available OUSF Executive Committee Meeting. Consultations may also take place with the ASO.

10. Equipment and play

10.1. Essential equipment for playing Eton Fives (with the exclusion of the court) consists of appropriate clothing and footwear as well as Eton Fives gloves and balls. Other possible equipment may include protective eye goggles. It is the responsibility of the club to supply balls but the purchase, maintenance and use of all other equipment is the responsibility of the individual player.

10.2 All uncovered jewellery should be removed before commencing play.

10.3. Being a non-contact sport, few serious injuries on court should occur. Consequently the club considers that warming up for play and knowledge of how best to do this should be the responsibility of the individual player.

10.4. It is the responsibility of the players involved to ensure that the court is in a suitable state before engaging in play. This includes checking that the court surface and walls are unobstructed and dry and that there is sufficient light. Members of the club should report all faults to the Facilities Manager as detailed in the Risk Assessment.

10.5. Play on court is directed by the players involved. There is no referee.

10.6. Spectators should enter the court only when they are sure that play has finished.

11. Transport & Club Social Functions

11.0 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.

11.1. Teams travelling to and from fixtures are usually small in numbers. It is therefore common for group transport to be organized using player's personal vehicles. The drivers of these vehicles take responsibility for any incidents during the journey as they would at any other occasion.

11.2. Where teams are sufficiently large to necessitate minibus transport, vehicles should only be hired from companies recommended by the Sports Federation. All minibus drivers must have passed a driver assessment. Details are available on such tests from the Sports Federation.

12. Coaching

12.1. The Club is likely to have a small intake of novice or inexperienced players at the beginning of an academic year. These players have a right to receive a moderate level of coaching from the club.

12.2. Any members of the club who engage in coaching must have sufficient knowledge of the game to advise on good technique and the laws of the game. Moreover they must complete a club coach instructor form, obtainable from the Sports Federation, with an appropriate referee (ideally school master or similar).

13. Governing Body Recommendations

13.1. The Oxford University Eton Fives Club will operate so far as reasonably practicable, in accordance with our current EFA guidelines. The Club recognizes that at present the EFA do not, in general, have recommendations for safety procedures within the game, however should this change, the club will do its utmost to enforce the changes.

14. Declaration

14.1. As a club official I am aware of my moral and legal obligations to my fellow Club members. I have read and understood, agree to abide by, and enforce the rules of the Club Constitution, Code of Conduct, Risk Assessment and Office to which I hold.

NAME	POSITION	EMAIL
James Green	President	james.green@exeter.ox.ac.uk