

# Rules and Regulations

## Expected Standards of General Conduct

Members should:

Compete within competition or governing body rules and show courtesy and respect for officials and their decisions.

- Respect the rights, dignity and worth of every person treating everyone equally within the context of the sport, regardless of ability, gender, religion, age or sexual orientation.
- Respect the spirit of the sport, by providing encouragement and support to other club members and by volunteering at club events and races.
- Promote the positive aspects of the sport and never display or condone the use of inappropriate or abusive language, inappropriate relationships, bullying, harassment, discrimination or physical violence, or conduct that may be construed as illegal or unethical.
- Accept responsibility for their own behaviour and encourage all members and parents of junior members, to accept responsibility for their own behaviour and conduct.
- Members must pay all due fees for training or events promptly and as reasonably requested by the Club.
- Ensure all concerns of a child safeguarding nature are referred to an appropriate authority in accordance with "BTF Safeguarding and Protecting Children Policy". The first official in this case being the Club Welfare Officer.
- Conduct themselves in a manner that takes all reasonable measures to protect their own safety and the safety of others.
- Conduct themselves in line with the rules and regulations of the venue in which they are using.
- Promote the good reputation of the club and never behave or condone others to behave in a manner that is liable to bring the club or the sport into disrepute.
- Members shall not smoke when competing or whilst representing the club at competitions.
- Members shall not consume alcohol or drugs of any kind when competing or whilst representing the club.

## On-line Code of Conduct

Any communications made by members through Swans Tri Club social media should **not**:

- Bring the sport, club or its members into disrepute
- Be of such a nature as to be considered by the administration as being deliberately misleading or misrepresentative, offensive, lewd, politically biased or in any other way distasteful or inflammatory.

- Breach confidentiality of Club or individual Members.
- Do anything that could be considered discriminatory against, or bullying or harassment of, any individual/group.

## Dress and Kit Code

- Swimming
  1. Open Water – Wetsuits must be worn as well as bright coloured caps must be worn by all – children must wear a floating device at all times until the coaches assess that they are competent and it is safe enough to swim without one. An open water form – link to form – must be filled in and signed at the start of each open water session
  2. Pool swimming – swimming costumes or tri-suits and club hats must be worn – no shorts and T-shirts.
- Cycling – appropriate clothing for cycling and weather conditions should be worn at all times. Members shall be responsible for ensuring they compete or train using the appropriate equipment for the given situation/conditions and pay particular attention to visibility and safety:
  - a. Helmets must be worn at all times, no cycling helmet = no cycling.
  - b. No open shoes will be permitted for cycling.
  - c. Cycles must be road worthy and comply with all laws and regulations that apply to the use of Cycles on the Highway (Highway Code).
  - d. Lights must be in working order and are compulsory when cycling on the open roads.
  - e. Members should carry such tools or equipment that would be required to make emergency repairs for foreseeable mechanical failures (i.e. Puncture repair kit, inner tube, tyre levers, hand pump etc.)
  - f. Members shall obey the Highway Code and behave in a courteous and safe manner at all times.
  - g. Members shall comply with all reasonable requests of coaches or designated ride leaders to ensure the safety of both Members and the general public..
- Running- appropriate clothing must be worn taking weather condition into consideration – no open shoes, no bare foot running – unless transition training is being performed. Bright colours must be worn in low light conditions.
- All Members and Guests are expected to wear suitable attire at all times while participating in events. Inappropriate attire can be offensive or intimidating to other members, and as such will not be tolerated. You will be expected to bring weather appropriate clothing.
- Headphones will not be permitted during training sessions

## Membership

- Membership shall run from xxx to xxx of the year and be paid annually. For the avoidance of doubt a fee that is paid mid term shall only be valid for the remainder of that Club year and will expire on the final date as stated. Fees shall not be transferrable or refundable.
- Membership fees shall be agreed by the Club annually (at AGM) and details communicated to the Members as appropriate.
- Cancellation shall be given by written notice, to the Club Secretary, at least one month prior to the end of the annual period.
- Swans Tri Club reserves the right to refuse, cancel and terminate membership without notice and with immediate effect if:
  1. The Member breaches these Terms & Conditions or the Club Rules, either repeatedly or because of one serious breach
  2. Any due fees remain unpaid after any reasonable request for payment by Swans Tri Club
  3. Swans Tri Club is of the opinion (acting in its discretion) that the Member is not suitable for continued Membership.
  4. The Member puts the health, safety or well-being of staff or other Members or Guests at risk. All decisions made by Swans Tri Club under this clause are final and binding. Swans Tri Club is unlikely to accept a new application for Membership from someone who's Membership has been terminated in accordance with this clause.

## Health and Safety

The Member warrants and represents upon their Membership Application Form, and repeats such warranty upon each visit to the Club, that they are in good physical condition and know of no medical or other reason why they should not engage in any form of exercise, and that such exercise would not be detrimental to their health, safety, comfort or physical condition. If any member has concerns in relation to health and safety, they should report this to a club officer immediately

## Privacy Policy

One of the principles of the Data Protection Act 1998 (and the GDPR), is that the Club can only process Member's personal data for the purpose for which it is collected. This means that Member's name and contact details cannot be used or shared to allow others/affiliates to contact them for marketing purposes for example. Members data shall not be shared by the Club for any other reason than in relation to Club business and without consent of the Member where reasonably required.

Personal Data shall be held by the Club securely and held for 12 months (membership year) and so long as the Club has permission to retain it. The Club shall require all members to agree to the Club handling personal data as part of the membership application process.



Members are responsible for advising Swans Tri Club of changes to their personal information. Where it is required to provide any written notification, the Club will send notice to the address on the Application Form or any updated address the Member has provided since joining. Any notice sent by the Club in accordance with this clause will be deemed received by the Member two days from the date of dispatch.

## Changes to Rules and Regulations

- Swans Tri club reserves the right to amend these Rules and Regulations in line with Club Policy governing such change. Any such changes shall be agreed by the Club Management Committee and members shall be notified as soon as possible.