



# **CODE OF CONDUCT**

**OXFORD UNIVERSITY ASSOCIATION FOOTBALL CLUB (2007-2008)**

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## **1.0 Introduction**

1.1 Being totally committed to the safety of its members, the 2007/08 University of Oxford Association Football Club will operate so far as reasonably practicable, in accordance with the following document, its risk assessment, the Proctors rules and current NGB guidelines.

1.2 The Club is affiliated to the recognized National Governing Body for our sport: The Football Association Tel: 020 7745 4545 or 020 7402 7151, 25 Soho Square London W1D 4FA

1.3 It is the responsibility of the club Treasurers to ensure that membership is paid on the due date, and any information on new or current "Best Practice" requested.

1.4 The club will appoint a new committee by Fourth Week of Trinity Term. The committee will serve for one complete academic year.

1.5 At least 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 Richard Tur at Oriel College.**

**1.8 It is the responsibility of the individual to bring to the attention of the Committee any known medical condition or previous injuries 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 ASO.**

**1.9 In its continued effort to promote good practice the University of Oxford Association Football Club will display its current Constitution, Code of Conduct, Risk Assessment and any other relevant safety information on the clubs web site.**

## 2.0 Club Activities

For the year 2007-2008 our proposed activities will be:

### Men's teams:

<b>ACTIVITY</b>	<b>DAY/DATE</b>	<b>VENUE/LOCATION</b>
Training (Blues)	Tuesday 8-9.30am	University Parks
	Friday 2-4pm	University Parks
	Sunday 5-7	Iffley Astroturf
Training (Centaur's)	Tuesday 8-9am	Marston
	Friday 12-2pm	University Parks
	Sunday 2-4pm	Dragon Astro
Training (Goalkeepers)	Tuesday 9.30-10.30am	University Parks
Varsity Match (Blues)	Saturday 29 <sup>th</sup> March	Craven Cottage
Varsity Match (Centaur's)	TBC	TBC
Varsity Match (Colleges XI)	TBC	TBC
BUSA league (Blues)	Wednesday	BUSA league Midlands 1A
BUSA league (Centaur's)	Wednesday	BUSA league Midlands 3A
Tour	TBC	TBC

### Women's teams:

<b>Activity</b>	<b>Day/Date</b>	<b>Venue/Location</b>
Training (Blues)	Monday 7.30-9pm	University Club
	Friday 1-3pm	Iffley Astro
	Saturday 9-11am	Marston
Training (Furies)	Friday 1-3pm	Iffley Astro
	Saturday 11am-1pm	Marston
Varsity Match (Blues)	TBC	Iffley
Varsity Match (Furies)	TBC	Marston
BUSA league games (Blues)	Wednesday	BUSA Midlands 1A
BUSA league (Furies)	Wednesday	MUSA Midlands 2B
Tour	TBC	TBC

### **3.0 Specialist Officers**

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

- OUAFC/ Women's President – Lisa Hoyte (Green)
- Men's President – David Robinson (Worcester)
- Men's Captain – Paul Rainford (SEH)
- Women's Captain – Kate Roper (Worcester)
- Men's Vice-Captain – Matt Rigby (Exeter)
- Treasurer (men) – Homer Sullivan (Pembroke)
- Treasurer (women) – Lena Koeber (St Anne's)
- Secretary (women) – Sarah Rouse (Keble)
- Secretary (men) – Luke Barrs (Exeter)
- Men's Webmaster – Tom Brown (Linacre)
- Women's Webmaster & IT Officer – Margaret Thomas (Wolfson)
- Alumni Officer – Lawrence Burns (Oriel)
- Alumnae Officer – Charlotte Coles (Linacre)
- Centaurs' Captain – Alex Leslie (St Hugh's)
- Furies' Captain – Ejiro Oviri (LMH)
- Development Officer – Laura Marjason (Trinity)
- Senior Member – Richard Tur (Oriel)
- Safety Officer – Richard Tur
- Training Officer – n/a
- Transport Officer – n/a
- Equipment Officer – n/a
- First Aid Officer – n/a Suggested duties and responsibilities of these individual Officers are outlined in point 3 of the guidelines to this document.

## 4.0 Event Organiser & Activity Leaders

4.1 The University of Oxford Association Football Club will follow the Sports Federation guidelines for Event Organisers and Activity leaders, as detailed in Section 14 of the Sports Federation Handbook.

The name of the Club appointed Event Organisers for 2007/08 are:

<b>NAME</b>	<b>POSITION</b>	<b>EMAIL</b>
Paul Rainford	Men's Blues Captain	Paul.rainford@seh.ox.ac.uk
Kate Roper	Women's Blues Captain	kathryne.roper@worc.ox.ac.uk

The name of the Club appointed Activity Leaders for 2007/08 are:

### **Women's teams:**

<b>NAME</b>	<b>POSITION</b>	<b>QUALIFICATIONS</b>	<b>TELEPHONE</b>
Charlotte Coles	Coach	F.A. Coaching License	07717620842
Ann Harvey	Coach	F.A. Coaching License	07780601969
Kirsty Hewitson	Coach	F.A. Coaching License	07905958287
Dan Rodriguez	Coach	F.A. Coaching License	

### **Men's teams:**

<b>NAME</b>	<b>POSITION</b>	<b>QUALIFICATION</b>	<b>TELEPHONE</b>
Martin Keown	Coach	F.A. Coaching License	07710370004
Mickey Lewis	Coach	F.A. Coaching License	07920032277
Phil Heath	Coach	F.A. Coaching License	07941380029

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

## **5.0 University / Club Activities**

5.1 The University of Oxford Association Football Club will undertake its activities as outlined in section 5 of the Code of Conduct guidelines to this document.

<http://www.sport.ox.ac.uk/sports-federation/safety>

## **6.0 Activity Registration**

6.1 The University of Oxford Association Football Club will follow the guidelines of the Trip Registration Form guidelines for trips in the United Kingdom and abroad, as detailed in section 10 & 11 of the safety webpage.

<http://www.sport.ox.ac.uk/sports-federation/safety>

## 7.0 First Aid

7.1 The University of Oxford Association Football Club will follow the guidelines for First Aid provision, as detailed in section 12 of the safety webpage.

<http://www.sport.ox.ac.uk/sports-federation/safety>

The name of the Club trained and/or qualified First Aiders for 2007/08 are:

Women's teams:

NAME	POSITION	QUALIFICATION	TELEPHONE
Lisa Hoyte Mob:	President	Emergency Aid	07979064729
Sarah Rouse:	Secretary	Emergency Aid	07971394902
Ejiro Oviri:	Furies Captain	Emergency Aid	07999779691
Laura Marjason:	Development Officer	Emergency Aid	07941887704
Lena Koever:	Treasurer	Emergency Aid	07816972079
Kate Roper:	Captain	Emergency Aid	07919184559
Katy Langley:	Player	Emergency Aid	07903595300
Charlotte Coles	Coach	Emergency Aid	07717620842
Ann Harvey:	Coach	Emergency Aid	0778601969

Men's teams:

NAME	POSITION	QUALIFICATION	TELEPHONE
Nik Baker	Sabbatical Officer	Emergency Aid	07740720802
Paul Rainford	Captain	Emergency Aid	07840770878
Matt Rigby	Vice-Captain	Emergency Aid	07740796268
Alex Leslie	Centaurus Captain	Emergency Aid	07909994283
Jonny Siah	Player	Emergency Aid	07834158101
Alex Toogood	Player	Emergency Aid	07743454586
Phil Heath	Coach	Emergency Aid	07941380029

## **8.0 Accident and Emergency Procedures**

8.1 The University of Oxford Association Football Club will follow the Accident and Emergency Procedures, as detailed in section 7 of the safety webpage.

<http://www.sport.ox.ac.uk/sports-federation/safety>

## **9.0 Training Courses**

9.1 In an effort to promote the highest standards of instruction, training and safety, the University of Oxford Association Football Club will actively encourage its members to partake in training courses, gain experience or undertake formal assessment in our sport. The Club will endeavour follow the guidelines for provision of this, as detailed in section 13 of the safety webpage.

<http://www.sport.ox.ac.uk/sports-federation/safety>

## **10.0 Club's Complaint Procedure**

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

- The safety of Club activities.
- Poor standards 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.

10.2 Complaints concerning Club safety or operational matters should initially be addressed to the Club President. If this does not prove satisfactory a written complaint should be made to 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.

## **11.0 Governing Body Recommendations**

The University of Oxford Association Football Club will operate so far as reasonably practicable, in accordance with our current NGB guidelines.

## **12.0 Declaration** (Pres., Sec. & Treas. must sign)

As a Club Official I am aware of my moral and legal obligations to my fellow Club members. I have read and understand, agree to abide by, and enforce the rules of the Club Constitution, Code of Conduct (including Appendix 1), Risk Assessment and Office to which I hold.

POSITION	NAME	SIGNATURE
Senior Treasurer	Richard Tur	
Sabbatical Officer	Nik Baker	
Men's President	David Robinson	
Women's President	Lisa Hoyte	
Men's Captain	Paul Rainford	
Women's Captain	Kate Roper	
Men's Treasurer	Homer Sullivan	
Women's Treasurer	Lena Koever	
Men's Secretary	Luke Barrs	
Women's Secretary	Sarah Rouse	

## **13.0 The Code of Conduct Guidelines**

The Code of Conduct Guidelines can be used as an appendix to the Code of Conduct and the information is available in section 6 of the safety webpage

<http://www.sport.ox.ac.uk/sports-federation/safety>