



Club Code of Conduct

May 2022

**A guideline for Leaders, Committee Members,
for Club Members and Parents**

Club Code of Conduct

Purpose and Range

Engaging in youth activities should happen in a welcoming, supportive, inclusive and safe environment. To implement this, it is necessary that young people are informed of the boundaries regarding their behaviour while they are participating in an Ógras club or activity. It is also very important that respect and courtesy is illustrated to the club leaders, acknowledging their role as organiser and facilitator in the running of the club.

This Code of Conduct is an initiatory guideline to leaders, while they are preparing rules and a code of conduct/discipline specifically for their own club.

It is recommended that a code is developed with the input of members and young leaders to be certain that all members have been considered in the process. This will ensure that all members support the implementation of the code and that they take responsibility in completing the code's objectives.

Ógras Club and Event Rules / Guidelines

To make sure that all young people benefit from the club and that everyone feels safe in participating in club events, the following guidelines should be obeyed:

- Irish should always be spoken throughout club activities
- Actively participate and have an input in club activities to the best of your abilities
- Always be kind and show respect to others in the club, regardless of cultural background, ability, gender or ethnicity.
- You must respect the club's property and other club members' property, as well as looking after your own property.
- Do not take part in any sort of bullying at any time.
- Inform the leaders if you notice any form of bullying from other members
- Be well behaved, balanced and show respect when you are engaging with other members and with the leaders. Consider other people's feelings in what you do and what you say.
- Report any behaviour that makes you feel uncomfortable to your leader or to a designated person.
- Always Follow Ógras rules and guidelines
- Remain in the room / hall that the club takes place in and do not leave without permission or alone.

- Mobile phones shouldn't be used during club activities without a leader's permission.
- Do not take pictures or recordings of anyone in the club without the leader's permission and under the leader's supervision (see our Internet Policy and our Bullying Policy)
- Any form of sexual activity is strictly prohibited at Ógras eventsⁱ
- Avoid behaviour that would put anyone in the club in danger
- Avoid abuse, bad language and disparaging remarks
- Pay attention to litter and the cleanliness of the hall. Five minutes should be set aside at the end of each session to clean up.
- Food and drink are not permitted in the club unless permission is received from the owners of the hall / site
- The use, possession or consumption of Alcohol, Tobacco or any form of illegal drugs is prohibited at Ógras events/clubs

Organisation rules regarding overnight trips

1. Enjoy your trip and your company over the weekend
2. Always speak Irish
3. You are not allowed to enter any room except the one allocated to you by Ógras staff/leaders – if for any reason you wish or need to change rooms you must get permission from Ógras staff/leaders beforehand
4. Food or drink are not allowed into bedrooms- with the exception of a bottle of water
5. Rooms must be cleaned and bed sheets must be removed before you depart
6. You must show consideration for fellow guests, and should be quiet in the bedrooms and not disturb anyone
7. Talking/chatting must be kept to a minimum after 'Lights Out'
8. Do not leave your towels or toiletries behind in the shower or the bathroom
9. Respect the hostel, yourself and the people that are sharing the hostel with you
10. Where supplied, keep key cards safe. A fee will have to be paid to the hostel if you misplace the key card
11. Mobile phones will be collected by leaders at bedtime and returned to owners at breakfast time

Organisation rules regarding day trips

1. Always speak Irish.
2. All members and leaders are required to wear seat belts when travelling on a bus
3. Food or drink are not allowed on the bus other than water
4. Do not do anything to distract the bus driver or anyone else on the bus
5. Respect the venue, yourself and other people on the trip with you

6. Follow the leaders' rules
7. Do not leave rubbish on the bus or at the venue
8. Do not interfere with anything that doesn't belong to you
9. Do not leave the group without a leader's permission

The club is advised to agree on a list of sanctions in the event the code of conduct is violated.

Below is a list of potential ways to deal with violations:

- An apology
- Loss of privileges
- Inform parents
- Temporary or permanent expulsion of the member from the activity / club.

When an incident occurs, a decision is made on the consequence, depending on the seriousness of the situation.

1. Examples of unsuitable behaviour:

- Not following the guidelines
- Disruptive behaviour
- Speaking English in the club
- Lack of respect/bad behaviour
- Talking back

A guideline for clubs in a case of unsuitable behaviour during club activities:

- The first time an incident occurs the member gets a verbal warning, and must apologise to the leaders / members concerned.
- If an incident occurs a second time, their name goes into the accidents / incidents book and the member will have to sit out of the event/game
- When the rules are broken three times – parents are contacted
- When the rules are broken four times – club member is expelled

In serious cases a member may be expelled instantly from the club, but parents must be contacted immediately.

2. Examples of serious misbehaviour where a leader may use the harshest sanctions:

- Fighting and Violence
- Bullying
- Disrespecting others because of their gender, background, culture, ability, or their ethnicity
- Showing a leader disrespect
- Damage to the club / hall / school property or equipment
- Drinking alcohol
- Smoking
- Misuse of substances

Guidelines for dealing with unsuitable behaviour during residential activities

- A member of Ógras staff will speak to the young person and go through the rules with them again
- If the unsuitable behaviour continues, a member of Ógras staff will contact the parents and ask them to speak to the young person and request that they improve their behaviour
- If the misbehaviour persists the parents will be contacted again and asked to make arrangements to collect the member in question
- In the event of serious misbehaviour, the parents will be contacted and asked to make arrangements to collect the young person immediately

The protocol below is recommended for leaders when dealing with incidents in the club.

Reconciliation is reached between the members, if possible, using the questions below:

- What happened?
- What would you do differently next time?
- What is going to happen now? (Is the member going to be suspended / are they going to be permanently expelled from the club / activities ...)
- Is there anything else to be discussed or said?

While the club develops a Code of their own members and their parents are advised to sign this document to show that they understand the contents and that they agree to them.

Signature:..... Signature:.....
(Parent/Guardian signature) (Member's signature)

Date:.....

ⁱ Leaders can remove this point from the Code when working with Óg-Ógras clubs