

Burton Tennis and Squash Club Code of Conduct for Employed or Retained Staff

Context

Our Club aims to provide all members and their guests with high quality facilities and service to ensure a safe and enjoyable environment for all. To support this, we ask you to adhere to our Code of Conduct for Staff :

1. Staff must treat the Club, members, their guests and fellow employees with courtesy and respect at all times.
2. Conduct from staff which is discriminatory, intimidating, hostile or offensive is strictly prohibited. This may include telephone calls, email, gestures, touching, teasing, remarks, comments or questions of a harassing nature and any behaviour which threatens the well being or safety of others.
3. The Committee may consider appropriate action under its Staff Disciplinary Policy in instances where the conduct of a member of staff falls below the expectations outlined in the Code of Conduct for Staff, their contract of employment, the Rules of the Club or is deemed to be detrimental to the reputation of the Club, its ability to carry out its duties under established Safeguarding protocols or to provide a pleasant, safe and orderly environment for all individuals or groups who use its facilities and fellow employees.
4. The Committee reserves the right to amend this Code of Conduct for Staff and the Rules of the Club but will make any such amendments known to all staff in a timely manner to ensure clarity of understanding for members.
5. Any member of staff who may wish to ask any questions or request further clarification about any aspect of this Code of Conduct for Members is very welcome to contact any member of the Committee to do this.

Thank you

The Committee

September 2018