



Cambridge University Revolver and Pistol Club CODE OF CONDUCT

INTRODUCTION

The Cambridge University Revolver and Pistol Club (CURPC) is fully committed to safeguarding and promoting the well-being of all its members to ensure a positive and enjoyable experience.

All those involved in CURPC activities, whether they are involved as participants, coaches, officials or spectators, are therefore required to adhere to the standards of behaviour – set out within this Code of Conduct - and to support the mission of CURPC. This Code of Conduct has been developed to ensure the highest possible standards of competition and sportsmanship as well as promoting fairness, honesty and positive behaviour in relation to the conduct of all those representing CURPC.

OUR COMMITMENT

CURPC respect the rights, dignity and worth of every person involved in its activities. CURPC is committed to team members enjoying shooting in an environment free from discrimination, intimidation, harassment and abuse. CURPC believes that it is the responsibility of all of its members to challenge discriminatory behaviour and promote equality of opportunity.

AFFILIATIONS

CURPC is governed by its constitution, which is registered with the University of Cambridge Proctors. This Code of Conduct is in addition, and by no means replaces, the standards set by CURPC, the student's individual college and the overarching Proctor regulations. CURPC is also affiliated to the National Rifle Association (NRA) and the National Small-bore Rifle Association (NSRA) and abides by their regulations regarding their respective competitions.

STANDARDS OF BEHAVIOUR

Members of CURPC are solely responsible for their conduct when representing CURPC. Members **must** therefore:-

- Respect the rights, dignity and values of others;
- Operate within the rules of the sport.
- Treat facilities, staff and students at the University of Cambridge and other institutions with respect and abide by any rules that may apply;
- Be aware of how their actions may be perceived by others;
- Maintain high standards of personal behaviour at all times;
- Conduct themselves in a reasonable manner relating to offensive language and temperament
- Refrain from any form of bullying or harassment of others. Harassment is any offensive conduct based on a person's race, sex, gender identity, national origin, colour, disability, age, sexual orientation, marital status, religion or any other status protected by law.
- Respect the decisions of officials, making all appeals through the appropriate formal process and respecting the final decision;
- Not condone, or allow to go unchallenged, any form of bullying, harassment or discrimination if witnessed;

- Refrain from the use of and involvement with illegal substances at all times.
- Not act in an unlawful manner;
- Not encourage or pressure others into acting against the code;
- Understand the repercussions of any breaches of this Code of Conduct.

HEALTH AND SAFETY

CURPC is strongly committed to encouraging members to take part, but the health, well-being and safety of each individual is always our paramount concern. The Club will therefore take all reasonable steps to ensure that all its activities are safe in line with the Club Safety Policy.

To support the Club, all members are expected to:-

- Take reasonable care for their own health and safety and that of others who may be affected by what they do or not do.
- Co-operate with the club on health and safety issues.
- Correctly use all equipment provided by the club.
- Not interfere with or misuse anything provided for your health, safety or welfare.
- Ensure that they update the club and coaches with any medical information or changes to emergency contact details.

ANTI-DOPING

Members of the Club must adhere to the requirements of the World Anti-Doping Agency (WADA) code.

Please note that Team Members could potentially be subject to random testing during competitions, particularly those at competing at National Level and above. Club Members caught with banned substances in their system will be subject to disciplinary proceedings

PUBLICATIONS, INTERNET AND SOCIAL MEDIA

CURPC wishes to promote the club positively both within the University and externally. It recognises that its publications, online, print and social media are important tools in recruiting new members and engaging with alumni and potential sponsors. It is the responsibility of all CURPC members to manage their personal social media presence responsibly. As such, all members are responsible for ensuring that they:-

- Refrain from publishing comments about other clubs, players or judges and any controversial or potentially inflammatory subjects.
- Avoid hostile or harassing communications in any posts or other online communications.
- Identify all copyrighted or borrowed material with citations and links. When publishing direct paraphrased quotes, thoughts, ideas, photos or videos, give credit to the original publisher or author.
- Review responses to online posts and resolve any concerns before they are posted.

SOCIAL EVENTS

Social functions form an important part of a club's activities. CURPC is committed to ensuring that all students are able and encouraged to participate in student activities in an atmosphere free from discrimination or fear. As such, CURPC will aim to organise a range of social events that are as inclusive as possible. Members should be aware that:-

- Participation in any form of social activity is completely optional.
- They must not force others to participate in initiations and/or other social and sporting events run by CURPC.

- Members must be made aware that they can opt-out of social activities without fear of undue pressure, reprisal or any other form of discrimination at any point.

BREACHES OF THE CODE OF CONDUCT

Item 10 in CURPC Constitution states that “Every member on joining the Club implicitly undertakes to comply with these rules and any refusal or neglect so to do shall render such member liable to expulsion. The Committee shall have power to request any such member to resign or to terminate the membership of any person whose conduct in the opinion of the Committee renders him unfit for membership of the Club. Before any such member is expelled the Honorary Secretary shall give him seven days written notice to attend a meeting of the Committee which notice shall contain particulars of the complaints made against him. No member shall be expelled without first having an opportunity of appearing before the Committee and answering the complaints made against him nor unless at least two thirds of the Committee then present are in favour of his expulsion.” This action may be applied when a member of the Club brings CURPC into disrepute, breaches the Code of Conduct or engages in any activity that adversely affects the smooth running of the Club in a major way. Should a serious breach of the Code of Conduct be identified, the Captain, in consultation with the President, may suspend a member from CURPC and Club activities pending further investigation.

In the event of an expulsion, the excluded member is required to return all equipment, documents and finances belonging to the Society within 7 days. He/she will not be entitled to any full or partial refund of annual subscriptions.

If the excluded or suspended member wishes to appeal the decision, that appeal should be made to the Senior Treasurer, who will consider all the facts, and whose decision will be final. An appeal as to the process of exclusion, but not a further investigation into the facts, may be lodged with the Junior Proctor.

WELFARE

CURPC takes the welfare of its members seriously. Any member of the Team that has any concerns regarding their welfare or those of others involved in Team or Club activities can discuss these, in confidence, with the Club Welfare Officers.

Signed:
Ming Qi Dai
CURPC Captain
Date: 14/09/2019

Signed:
Jonathan Honey
CURPC Secretary
Date: 14/09/2019

CAMBRIDGE UNIVERSITY REVOLVER AND PISTOL CLUB

SAFETY CHECKLIST

1. NEVER POINT A FIREARM AT ANOTHER PERSON EVEN IF IT IS THOUGHT TO BE UNLOADED.
2. ALWAYS BE AWARE OF OTHER PEOPLE WHO ARE ON THE RANGE. WHEN MOVING ABOUT THE RANGE AREA; BE EXTREMELY CAREFUL TO WATCH OUT FOR OTHER RANGE USERS WHO MAY BE FIRING FROM DIFFERENT FIRING POINTS.
3. NEVER WALK ACROSS A RANGE UNTIL YOU HAVE CHECKED THAT IT IS SAFE TO DO SO.
4. EVERYONE ON THE FIRING LINE OR NEAR IT **MUST WEAR HEARING PROTECTION** WHEN RIFLE SHOOTING IS TAKING PLACE.
5. ALWAYS OBEY THE ORDERS OF THE RANGE CONDUCTING OFFICER (RCO) WHO IS RESPONSIBLE FOR THE SAFE RUNNING OF THE RANGE AND FOR ALL PERSONS ON THE RANGE.
6. DO NOT PLACE YOUR SHOOTING KIT ON THE FIRING POINT UNTIL THE RCO HAS GIVEN PERMISSION. NO LOADING OR FIRING MAY COMMENCE BEFORE PERMISSION HAS BEEN GIVEN BY THE RCO AT THE START OF EACH SHOOTING PERIOD. FIRING MAY NOT CONTINUE AFTER THE CLOSE OF A SHOOTING PERIOD. SPECIAL PERMISSION TO CONTINUE FIRING MAY BE GRANTED BY THE RCO.
7. NO FIREARM IS TO BE LOADED OR FIRED OTHER THAN IN THE FIRING POSITION ON A RECOGNIZED FIRING POINT AND ONLY WHEN INSTRUCTED TO DO SO BY THE RCO.

8. DURING LOADING OR UNLOADING THE FIREARM MUST BE POINTED HORIZONTALLY DOWNRANGE.
9. A LOADED FIREARM MUST ALWAYS POINT TOWARDS DOWNRANGE.
10. YOU MAY ONLY FIRE IF THERE IS AN APPROVED TARGET TO AIM AT AND THE RCO HAS GIVEN PERMISSION.
11. DO NOT HANDLE FIREARMS BEHIND THE FIRING LINE
12. YOU MUST STOP FIRING IMMEDIATELY IF YOU HEAR THE EMERGENCY WORDS: **STOP, STOP, STOP.** KEEP THE FIREARM POINTED AT THE TARGET AND WAIT QUIETLY FOR FURTHER INSTRUCTIONS FROM THE RCO. DO NOT UNLOAD UNTIL TOLD TO DO SO BY THE RCO.
13. DO NOT MOVE IN FRONT OF THE FIRING POINT WHILE FIRING IS IN PROGRESS.
14. YOU MAY ONLY MOVE FORWARD OF THE FIRING LINE WHEN ALL FIREARMS HAVE BEEN UNLOADED AND THE RCO CLEARS THE FIREARMS AND GIVES PERMISSION TO GO FORWARD.
15. BEFORE LEAVING A FIRING POINT ALWAYS "PROVE" THAT YOUR FIREARM IS UNLOADED AND SAFE.
16. ALWAYS "PROVE" YOUR FIREARM IS CLEAR WHEN REMOVING OR BEFORE REPLACING IT INTO ITS BAG OR CASE.
17. YOU ARE RESPONSIBLE FOR FIREARMS YOU ARE USING. DON'T LEAVE THEM UNATTENDED.
18. IF A LIVE ROUND IS JAMMED IN THE FIREARM AND CANNOT BE UNLOADED IN THE NORMAL MANNER, DO NOT REMOVE THE FIREARM FROM THE FIRING POINT. PLACE IT DOWN POINTING DOWNRANGE. INFORM THE RCO OR RANGE STAFF. DO NOT LEAVE THE FIREARM UNATTENDED.

19. IF A MISFIRE OCCURS YOU SHOULD INFORM THE RCO, WAIT AT LEAST 30 SECONDS WITH THE RIFLE POINTED DOWNRANGE. AFTER EXTRACTION CHECK TO BE SURE THE BULLET COMES OUT WITH THE CARTRIDGE.
20. NO ROUNDS WHOSE PRIMERS SHOW AN INDENTATION, HOWEVER SLIGHT, ARE TO BE FIRED. ALERT THE RCO OF THE SITUATION.
21. DO NOT FORCE A LIVE ROUND INTO THE CHAMBER.
22. PRACTICE AIMING AND DRY FIRING ON THE RANGE MUST ONLY BE DONE WITH THE RCO'S PERMISSION, ON A FIRING POINT WITH THE FIREARM POINTED AT THE TARGET.
23. THE SHOOTER IS RESPONSIBLE FOR ENSURING THAT HIS FIREARM AND AMMUNITION IS SAFE AND COMPLIES WITH THE LOCAL RANGE REGULATIONS.

NAME _____ DATE _____

REVEIWER _____