# **Brighton Mitre Cycling Club Code of Conduct**

Brighton Mitre’s Code of Conduct is designed to create a culture of good practice and good conduct when riding and when conducting club business.

## Key Principles of the Code

As a member of Brighton Mitre, you represent Brighton Mitre. Brighton Mitre expects its members to behave in a manner that demonstrates respect for other members, other road users and others who attend Club events.

The Code is not an exhaustive list of dos and don’ts, but summarises the core principles that members should adopt.

The Code is designed to ensure the safety and well-being of all Club members and to both protect and enhance the reputation of the Club in the wider community.

## Group Riding Etiquette & Safety

Brighton Mitre provides a varied programme of rides of varying pace. Distances, speeds and destinations of rides are generally displayed on the Club website and shared on the Club’s social media pages.

For the safety and benefit of the Club and its members, riders must adhere to the Highway Code and act in a respectful manner to fellow club members and all other cyclists and road users at all times.

Club rides are not races and members are expected to treat them appropriately.

**When riding in a group we must:**

• Always ride safely, considerately and courteously (even when provoked by other people’s rude or dangerous behaviour);

• Wear club kit when representing the Club at races and events;

• Always ride a well-maintained bike;

• Unless racing, always carry a spare inner tube, tyre levers, and a pump or gas;

• Learn and use all common hand signals and use verbal warnings when riding on the road or racing;

• Respect the ride leader’s instructions and pass these instructions up and down the group;

• Ride no more than two abreast unless overtaking. On busy or narrow roads consider riding single file if appropriate and safe to do so;

• Anticipate traffic and allow enough time for the entire group to negotiate obstacles;

• Should the group be split, riders should slow down or find a safe place to stop and reform before proceeding;

• The group should stop and assist any of its riders suffering from mechanical or physical problems;

• Wait for the last rider, unless the rider has requested to be left, or an agreement made with everyone’s consent, that the group will not wait for dropped riders; and

• No rider should leave the group without first notifying other riders, preferably the ride leader.

See: [Group riding etiquette - Brighton Mitre Cycling Club](https://www.brightonmitre.co.uk/group-riding-etiquette/) (Appendix 1) and [Group Riding Guidelines](https://www.brightonmitre.co.uk/wp-content/uploads/2017/08/Group-Riding-Guidelines-15July17.pdf) (Appendix 2) for further details and information for new riders.

## Behaviour of Club Members

Brighton Mitre expects its members to behave in a way that demonstrates respect for other members and the general public, and in accordance with the Club’s Constitution: [Brighton-Mitre-Constitution](https://www.brightonmitre.co.uk/wp-content/uploads/2022/05/Brighton-Mitre-Constitution_2022.pdf) (Appendix 3)

The Club is committed to operating in an environment that is free from harassment or discrimination. To this end, and as we are a club affiliated to British Cycling, Brighton Mitre members should read and comply with the British Cycling Equality, Diversity and Safeguarding policies: see [British Cycling Handbook](https://www.britishcycling.org.uk/bmx/article/bcst_rulebook_and_constitution) (Appendix 4) and [British Cycling Diversity in Cycling Strategy](https://www.britishcycling.org.uk/zuvvi/media/bc_files/membership/Diversity_In_Cycling_24619.pdf) (Appendix 5).

In addition, the Club will not tolerate:

• Damage to or theft of any person’s property;

• The use or encouragement of the use of banned substances (as outlined in the UCI anti-doping policy);

• Any act of abuse, violence, intimidation, bullying or harassment against another club member, another rider or member of the public, including those in breach of the BC Equality and Diversity Policies - see [British Cycling Handbook](https://www.britishcycling.org.uk/bmx/article/bcst_rulebook_and_constitution) (Appendix 4).

• Any act that is deemed to be illegal whilst participating in a club organised activity;

• Riding in or to/from a club activity whilst under the influence of drugs or alcohol and not being in proper control of the bike; and

• Ignoring the requests or instructions from officials such as the police.

## Digital Messaging Apps and club social media pages

Brighton Mitre is an inclusive, friendly and supportive club, and your fellow members are a welcoming and helpful group of people. Please remember that people of all ages and backgrounds use our pages and digital messaging apps, so stick to common sense conventions with regards to language.

We are run by a volunteer band of elected officials and work with the members’ best interests and needs at heart. We are over 300 strong and have a vibrant, active social media presence.  In order for us to fairly represent all members, new and old, it is important for us to create a place of support and safety for all members: on the road, at club events and online. We are not in the business of censoring free speech, but we all have a responsibility to maintain an environment that is free from harassment and aggression.

Taken from the Anti-Bullying Alliance website relating to the definition of ‘banter’:

* Banter is “the playful and friendly exchange of teasing remarks”
* Just because ‘banter’ does not constitute all the elements of bullying does not mean it is acceptable.
* Just because you think something is banter or a joke doesn’t mean other people will.
* People will not always feel confident to speak up if they are offended by something. They might even go along with it so as not to draw attention to themselves.
* Third parties might be offended, even if they’re not part of your conversation.

All communication between members, whether offline or online, should follow the principle of mutual respect and kindness. In the rare case of hurtful or malicious online comments by members, the member may be asked to remove such comments, or they may be removed by Club admin. The committee do not censor your conversations with each other, but will defend the Club for everyone and protect all its environments for the safety and well-being of all.

The code shall apply to methods of club communication including but not limited to, website, Facebook, Instagram, WhatsApp, X, newsletters and emails. Members should direct any complaints or raise any issues through official club channels rather than posting them on social networking sites. Members should not post inappropriate, malicious or fabricated comments on social networking sites about any member of the Club or wider cycling community.

**Dealing with incidents of inappropriate use of social networking sites or**

**inappropriate online comments**

In the case of inappropriate use of the Club’s social networking, or of inappropriate or intimidating online comments by members which involve any aspect of the Club community, the committee will contact the member asking them to remove such comments or they will remove them directly if possible.

The committee asks members to be aware that it is unlawful for statements to be written which expose an individual to hatred, ridicule or contempt, which cause an individual to be shunned or avoided, or which lower an individual’s standing in the estimation of other members of the Club community.

All members should familiarise themselves with the safeguarding policy and be aware of how to raise a safeguarding concern as per the [Safeguarding Policy & Reporting](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.brightonmitre.co.uk%2Fwp-content%2Fuploads%2F2023%2F03%2FBMCC-Safeguarding-Policy-2021.docx&wdOrigin=BROWSELINK) document found on the Club website (see Appendix 6).

## Grievance and Disciplinary Process

The Committee shall be responsible for disciplinary hearings of members who infringe the Club’s constitution / code of conduct and for disciplining members following such hearings.

As to disciplinary hearings:

* All complaints regarding the behaviour of members should be notified to the Secretary in writing as soon as reasonably practicable. An investigation team, comprised of members of the Committee, would then ask the member or members involved to explain what had happened, in order to investigate what happened and make recommendations;
* The Committee will consider any complaints at the next committee meeting due to be held after notification of the complaint;
* The Club occasionally receives feedback on its website, via social media or directly to Committee members about the conduct of its members on club rides. Most of these are of a minor nature and do not require in-depth investigation. If some action is required, it will probably be to ask the member(s) involved to address the issue and if appropriate take action to stop the incident happening again;
* For more serious issues, especially involving safety and/or abuse, violence, intimidation, bullying, harassment or discrimination of any kind, the member or members involved would normally be asked to explain what had happened to an investigation team. This team is appointed by the Chair and Secretary to investigate what happened and to make recommendations; these would be discussed between the Committee members, if necessary, at a specially convened Committee meeting;
* Any proposed actions would have to be approved by the Committee. Any club member who was involved in this disciplinary process would have the right to bring as much evidence to the investigation team, (including witnesses) as they felt necessary to support their position in the case of a dispute. The investigation team would also be able to consult widely and gather as much evidence as is necessary to understand and resolve the issue. The Committee’s decision as to disposal of the complaint shall be notified in writing to the person who made the complaint and the person complained about within 14 days of such decision being taken;
* Appeal against the decision of the Committee may be made to a panel consisting of three club members appointed by the Club Welfare Officer. Normally if the breach was the first of its kind and of a relatively minor nature, the individuals concerned would be requested to take the appropriate remedial action and would suffer no further consequences. A repeat of the breach, or a more serious incident might trigger the issuing of a verbal or written warning to those who were deemed to be responsible for the breach. Very serious offences or a repeat of a more serious incident can result in suspension from some or all club activities for a period of time, expulsion from the Club and, if necessary, involvement of the Police; and
* The Club Welfare Officer shall be responsible for ensuring the fair conduct of disciplinary hearings.

## Appendices

Appendix 1: [Group riding etiquette - Brighton Mitre Cycling Club](https://www.brightonmitre.co.uk/group-riding-etiquette/)

Appendix 2: [Group Riding Guidelines](https://www.brightonmitre.co.uk/wp-content/uploads/2017/08/Group-Riding-Guidelines-15July17.pdf)

Appendix 3: [Brighton-Mitre-Constitution](https://www.brightonmitre.co.uk/wp-content/uploads/2022/05/Brighton-Mitre-Constitution_2022.pdf)

Appendix 4: [British Cycling Handbook](https://www.britishcycling.org.uk/bmx/article/bcst_rulebook_and_constitution)

Appendix 5: [British Cycling Diversity in Cycling Strategy](https://www.britishcycling.org.uk/zuvvi/media/bc_files/membership/Diversity_In_Cycling_24619.pdf)

Appendix 6: BMCC [Safeguarding Policy & Reporting](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.brightonmitre.co.uk%2Fwp-content%2Fuploads%2F2023%2F03%2FBMCC-Safeguarding-Policy-2021.docx&wdOrigin=BROWSELINK)