

# CUHWC WELFARE POLICY



## INTRODUCTION

Cambridge University Hillwalking Club (CUHWC) regards the health, safety and welfare of all members to be of paramount importance. The fundamental basis for our welfare policy is the desire to treat our athletes' responsibly and with respect and to support them in their pursuit of both their academic and sporting goals. The Club recognises that welfare is not just about safety outdoors but covers the full breadth of Club activities from training courses through to socials and our media presence.

To this end, the CUHWC aims to ensure, so far as is reasonably practicable, that policies, procedures and practices are in place to maintain a safe and healthy environment and promote a positive Club culture, not only for its members but also for other people and organisations that may be affected by the activities of the Club.

### Our commitment

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

### Affiliations

CUHWC is affiliated with the British Mountaineering Council (BMC) and registered with the University of Cambridge Sport Service. The Club's Code of Conduct is in addition to, and by no means replaces the standards set by the student's individual college and the overarching University regulations.

## CODE OF CONDUCT

The Cambridge University Hillwalking Club (CUHWC, The Club) 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 CUHWC activities are therefore required to adhere to the standards of behaviour set out within this Code of Conduct, and to support the mission of CUHWC. This Code of Conduct has been developed to ensure fairness, honesty and positive behaviour in relation to the conduct of all those representing CUHWC.

## Standards of Behaviour

Members of CUHWC are solely responsible for their conduct on trips and Club events, and when representing the Club. Members **must** therefore:

- Respect the rights, dignity and values of others;
- 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;
- Not act in any way that is, or could be deemed as, discriminatory. Discriminatory behaviour may include giving different treatment to an individual or group based on a protected characteristic, such as: race, sex, gender identity, national origin, colour, disability, age, sexual orientation, marital status, religion or any other status protected by law;
- Refrain from any form of violence (\*refer to Annexe 1: Types of Violence), 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.
- Not condone, or allow to go unchallenged, any form of violence bullying, harassment or discrimination if witnessed. It is not the responsibility of Club members to judge whether or not a welfare violation has taken place but it is their responsibility to act on any concerns that they may have.
- Refrain from the use of and involvement with illegal or prohibited substances at all times;
- Respect the decisions of the Executive Committee, making all appeals through the appropriate formal process and respecting the final decision;
- 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

CUHWC 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 don't 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 instructors with any medical information or changes to emergency contact details.

## Publications, Internet and Social Media

CUHWC 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 CUHWC 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. CUHWC 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, CUHWC 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 CUHWC;
- 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.

## ROLES AND RESPONSIBILITIES

### Everyone Involved in the Club

Everyone involved in the Club regardless of whether they are a participant, committee member, coach, volunteer or spectator is expected to abide by the Code of Conduct, detailed above.

### The Club Committee

Overall responsibility for the management of welfare within CUHWC rests with the Executive Committee. As such, the Committee will aim, as far as is reasonably practical, to:

- Create, promote and maintain an equitable, safe and positive environment for all Club members to participate and in their sport;
- Develop, implement and monitor policies, procedures and Code of Conduct that are suitable for the Club environment, and ensure that these are well publicised and/or formally endorsed by the relevant individuals and/or governing bodies;
- Ensure that there is at least one competent Welfare Officer designated within the Club to take the lead role in dealing with welfare matters;

- Ensure that there is at least one competent Safety Officer or person designated within the Club to take the lead role in health and safety policies, procedures and practices;
- Ensure that coaches, instructors, officials and other student athlete support services provided, or endorsed, by the Club are at a suitable level for the activities that they run and the skills and abilities of members;
- Support Whistle Blowing and take steps to ensure members feel able to raise concerns without fear of negative repercussions;
- Ensure that confidentiality is maintained in relation to concerns and referrals, and information is only shared on a genuine 'need to know' basis.

### Club Welfare Officer

| Welfare Officer | Contact email       |
|-----------------|---------------------|
| Minette Shalo   | social@cuhwc.org.uk |

The role of the Club Welfare Officer is to promote welfare centred practices within the Club environment, provide a confidential, initial contact point for members in relation to welfare concerns and signpost individuals to relevant University, College and Community support systems when required. The role holder will:

- Assist the Club in developing policies and procedures that prioritises equality and the ongoing welfare of Club members. This should include welfare and equality policies;
- Work with the Club Committee to ensure that Codes of Conduct are in place;
- Be a confidential point of contact for any issues concerning welfare within the Sports Club environment, e.g. poor practice, selection policy concerns, pressures from committee, Trip Lead, Trip Safety, instructors or other members, potential/alleged bullying or harassment;
- Ensure that all incidents are reported correctly and referred, in accordance with the Club Welfare Policy and, where appropriate, Disciplinary Policy;
- Keep up to date with referral routes available to students within the University, College and local area and signpost members accordingly;
- Act independently and in the best interests of members of the Club, putting their needs above that of others and the Club itself;
- Be in attendance at Club Committee Meetings to advise on welfare matters;
- Ensure confidentiality is maintained and information is only shared on a 'need to know' basis and that information is only shared on a genuine 'need to know' basis.

Please note that it is **NOT** the role of the Club Welfare Officers to provide individual counselling support to Club members.

### Student Members

The Colleges work in close partnership with the University to provide the very best pastoral and welfare support to students and, as part of that partnership, individuals such as College Tutors and Senior Tutors have formal welfare roles and responsibilities and, as such, are better placed to provide guidance and support to students on non-sport specific welfare matters.

The University Counselling Service can provide individual counselling support for students in a range of areas, including anxiety, depression, academic related issues and relationships. In addition, Mental Health Advisors, working in the Counselling Service, can provide support and guidance to students who are in crisis or who are experiencing moderate to severe mental health difficulties. There are also a range of self-help guides, resources and information for students available on the University Counselling Service website at: <https://www.counselling.cam.ac.uk/>

### **Non-Student Members**

CUHWC acknowledges that non-student members may not have access to the same support systems provided by the University. The Club Welfare Officer has the responsibility in:

- Listening to any welfare concerns;
- Offering support and information;
- Facilitating, where appropriate, in assisting to resolve welfare problems;
- Signposting to other areas of specialist support, information and advice depending on the individual's welfare needs e.g. CRUSE (bereavement), RELATE (relationship and family matters), MIND (mental health), FRANK (substance abuse), AA (alcohol), SAMARITANS (general).

### **On a Trip**

In the event that a member breaches the Code of Conduct during a trip, any member of the executive committee or walk lead should intervene as appropriate to avoid the escalation of the situation. If the acts of such member are found to compromise the welfare of other club member(s), the Trip Lead, upon consultation with the rest of the available Committee, can put an end to the trip for such member and a return way of transport shall be arranged, unless there is a risk of immediate harm, in which emergency services will be contacted.

### **The Senior Treasurer**

The Senior Treasurer is responsible for investigating complaint and disciplinary cases forwarded by the Committee. In the event that the Committee decides to expel or suspend a member, the Senior Treasurer has to be consulted.

## **COMPLAINTS AND DISCIPLINARY PROCEDURES**

CUHWC complaints and disciplinary procedures, detailed in the Club Constitution, may be applied when a member breaches the Code of Conduct, engages in any activity that adversely affects the smooth running of the Club or brings the CUHWC into disrepute.

In the event that a club member notifies their will to file a complaint, the complaint will be raised to Sports as per the University Sports Club Incident Pathway. At any given moment, a club member can request the matter to be treated in confidentiality by the member of the Executive Committee they have reached to, in which case, the complaint should not be shared with the rest of the Committee.

## AVAILABLE SUPPORT AND FURTHER INFORMATION

CUHWC takes the welfare of its members seriously. Any member of the Club that has any concerns regarding their welfare or those of others involved in Club activities can discuss these, in confidence, with the Club Social and Welfare Secretary(s) who can be contacted via the website.

### CUHWC Policies

CUHWC recognises the importance of having clear policies and procedures in place to support student welfare. Club Members should ensure that they read and adhere to the following policies and procedures:

| Policies                      | Web Link  |
|-------------------------------|---|
| <i>Club Constitution</i>      | <a href="https://cuhwc.org.uk/about/constitution/">https://cuhwc.org.uk/about/constitution/</a>                         |
| <i>Data Protection Policy</i> | <a href="https://cuhwc.org.uk/about/policies/privacy-notice/">https://cuhwc.org.uk/about/policies/privacy-notice/</a>   |
| <i>Safety Policy</i>          | <a href="https://cuhwc.org.uk/about/policies/safety-policy/">https://cuhwc.org.uk/about/policies/safety-policy/</a>     |
| <i>Risk Assessment</i>        | <a href="https://cuhwc.org.uk/about/policies/risk-assessment/">https://cuhwc.org.uk/about/policies/risk-assessment/</a> |

### Sports Service Support

The Sports Service has a number of staff available to support Clubs in setting up a positive welfare culture supported by clear policies and procedures. The Sports Service Welfare Officers are also available to students if they feel unable to speak to their Club Welfare Officer or College Tutor regarding sports related matters.

Any member student of the University of Cambridge can refer to Sports Service for their support.

| Sports Service<br>Welfare Officer   | Sports Service<br>Welfare Officer   | Welfare@Sport<br>Strategic Lead<br>Safeguarding Officer                             |
|---|---|---|
| Tristan Coles<br>Head of Fitness, S&C   | Lucy McGennity<br>Sports Club Support<br>Manager                                  | Karen Pearce<br>Deputy Director of Sport  |
|  |  |  |
| Tel: 01223 768215   | Tel: 01223 336997   | Tel: 01223 762954   |
| welfare@sport.cam.ac.uk   | welfare@sport.cam.ac.uk   | welfare@sport.cam.ac.uk   |

### Cambridge University

The University has a non-harassment policy available for their students. Any club member facing problems with a student or Staff of the university has the option to report the situation to the University, especially in those cases in which the misconduct transcends The Club's spaces and events.

More information can be found in:

- **Student discipline:** <https://www.studentcomplaints.admin.cam.ac.uk/student-discipline>
- **Inappropriate student and staff behaviour:** <https://www.studentcomplaints.admin.cam.ac.uk/harassment-sexual-misconduct/i-want-know-more-about-universitys-policies>

| Date       | Persons             | Changelog                                |
|------------|---------------------|--|
| 2023-07-15 | 2023-2024 Committee | Welfare Policy created                   |
| 2024-07-15 | 2024-2025 Committee | Merged with Code of Conduct and expanded |

## ANNEXE 1: Types of Violence

### Implicit violence

These are structural inequalities and abuses of power that are often very difficult to detect.

- **Symbolic violence:** It involves a series of submissions and coercions that are not perceived as such, supported by cultural or religious beliefs and homogeneous social values, in collective expectations. Examples:
  - Display of discriminatory symbols, images and music.
  - Occupancy of the space.
- **Cultural violence:** it is exercised through cultural aspects that legitimise it, either through art, religion, philosophy, law...
- **Structural violence:** It is exercised through social structures and it seems immovable, although it is not. Prevents certain social groups, collectives or women from accessing basic rights, through deep-rooted barriers and obstacles.
- **Institutional violence:** Type of violence that occurs when the institutions, their regulations and their actions are not neutral and do not develop policies of equal opportunities and eradication of violence sufficiently (in all its aspects) and with consistent resources to the targets. They perpetuate exercising violence.

### Explicit violence

This is abuse that takes place in specific areas and, in general, in the framework of personal relationships. They are more visible and easier to detect.

- **Psychological violence:** Any intentional behaviour that causes a person to be devalued or suffer, through threats, humiliation, vexatious demands, obedience or submission, verbal coercion, insults, isolation or any other limitation of their scope of freedom.
  - Insult or contempt
  - Shout or use of a violent or aggressive tone
  - Sexist, discriminatory and racist taunts and jokes
  - Judging the sex-affective life and/or the appearance
  - Threaten or Blackmail
- **Economic violence:** Intentional and unjustified deprivation of resources for the physical or psychological well-being of a person and, where applicable, of their daughters or sons. It also includes the limitation in the disposition of own or shared resources in the family or partner sphere.
  - Not offering the same economic opportunities to all people in the organisation.
  - Negative consequences for those not taking part in activities that are not affordable for all people from the team.



- **Social violence:** Control of “social life”, dynamiting social and family relationships and friendship circles by force or subtly until the person cuts off relationships and ends up isolated and detached from any kind of support
  - Coercion so that the person participates in certain spaces even if they do not feel comfortable.
  - Put someone to shame during a meeting, public event or disclosure or in front of other members.
  - Not allowing someone to participate or attend an open meeting or event.
  - Promote rumours so that people distance themselves from the person.
  
- **Verbal violence:** To hurt by speech or message. It can be through insults, disqualifying words, attacks...
  - Offensive and/or degrading comments.
  - Verbal abuse or any other hostile behaviour such as insults, mockery, or derogatory comments about the person and/or group.
  - Unwanted sexual allusions.
  - Publically reference or criticise the type of clothing dress of monitors, young people and children.
  
- **Physical violence:** Any act or omission of force against a person's body, with the result or risk of physical injury or damage.
  - Undesired physical contact.
  - Any non-accidental physical injury or its attempt.
  
- **Sexual violence:** Any act of a sexual nature that it's not consented to by a person, including the display, observation and imposition, by means of using violence, intimidation, prevalence or emotional manipulation, of sexual relations, regardless of whether the aggressor may having a conjugal, partner, emotional or kinship relationship with the assaulted person.
  - Unwanted touches that make the person or group who suffers them uncomfortable, violent or unpleasant.
  - Attempts at sexual assault and/or rape.
  - Unwanted sexual looks or comments.
  - Harassment due to sexual choice.
  - Imposing unsafe sexual practices.
  - Blackmail and threat for sexual practices.