

# **Aberystwyth Robotics Club University Branch**

Committee Information

## **Code of Conduct**

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## Abstract

Code of Conduct of the Aberystwyth Robotics Club University Branch

### 1. Introduction

#### 1.1. Pledge

“Being totally committed to the safety of its members, the 2017/2018 Aberystwyth Robotics Club University Branch will operate so far as is reasonably practicable, in accordance with the following document, its risk assessment, its constitution, Aberystwyth University Students’ Union regulations”

#### 1.2. Appointing a new Committee

The society/club will appoint a new committee by the end of the summer term 2017/2018.  
The committee will serve for one complete academic year.

#### 1.3. Medical Conditions

It is the responsibility of the individual to bring to the attention of the committee any known medical condition or previous injuries that may affect their own or other society/club members safe participation within the society/club activity. If the issue is of a sensitive nature it may be raised via AberSU.

#### 1.4. AberSU – AberSoc/Club membership

All students participating in a society/club must be a membership of AberSoc/Club Sporty, membership lists must illustrate this before any activity

### 2. Society Activities

For the 2016/2017 year, proposed club/society activities will be:

Activity	Date	Location
Meetings	Every Wednesday – term time	Part 1 lab
Trips		
Tour		
Training		
Competitions		

### **3. Committee**

The society/club committee will consist (as least) of the following officers who are registered students at Aberystwyth University Students' Union:

- Chairperson/President
- Secretary
- Treasurer

Other committee members may be appointed as and where necessary (e.g. Social Secretary)

### **4. Event Organisers/Activity Leaders**

Aberystwyth University Students' Union 'Aberystwyth Robotics Club' will follow the guidelines for leadership as outlined by their National Governing Body.

#### **4.1. Activity Leaders**

Activity Participants – activity leaders are responsible for informing participants about the exact nature of an activity, participants should be aware that they are responsible for their own actions, especially if they choose to disregard advice given by an activity leader.

### **5. Trip Registration**

Aberystwyth University Students' Union 'Aberystwyth Robotics Club' will follow the guidelines of the Activities Office Trip Registration (outlined in the Trip Registration Form, to be handed in 2 days prior to a trip).

### **6. First Aid**

Aberystwyth University Students' Union 'Aberystwyth Robotics Club' will follow the Activities Office guidelines for first aid provision.

### **7. Training Courses**

In an effort to promote the highest standard of instruction, training and safety. Aberystwyth University Students' Union 'Aberystwyth Robotics Club' actively encourages its members to partake in training courses, gain experience or undertake formal assessment in its activity, subject to AberSU authorisation.

### **8. Club/Society Complaint Procedure**

The society/club operates a procedure that allows club members to raise complaints about issues which could include the following:

- The safety of society/club activities
- Poor standard of instruction/leadership
- The standard of equipment used for society/club activities
- Poor society/club administration
- The lack of suitable activities for their level of participation

Complaints concerning society/club safety or operational matters should initially be addressed to the society/club President. If this does not prove satisfactory, a written complaint should be made to the Activities Officer. The matter will then be considered at the next Union Health and Safety committee meeting/ or referred to the disciplinary policy.

### **9. Declaration**

As an official of the Aberystwyth University Students' Union Aberystwyth Robotics Club University Branch, I am aware of my moral and legal obligations to my fellow student members. I

have read, understood and agreed to abide by and enforce the rules of the society/club constitution, code of conduct, risk assessment and office to which I hold.

President	Tomos Fearn	Signed: Tomos Fearn
Secretary	Phoebe Holcombe	Signed: Phoebe Holcombe
Treasurer	Charlotte Carter	Signed: Charlotte Carter
Date: 1 <sup>st</sup> September 2017		

**Document History**

Version	Changed	Changed By	Date Changed
V0.1	Initial Creation	Tomos Fearn (tof7@aber.ac.uk)	5 <sup>th</sup> September 2017
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