



**University of the West of England
Snowsports Club
Code of Practice**

1.0 Introduction

This document outlines the expectations of The Students' Union at UWE along with its aims to satisfy sports club members & provide guidelines to cater for their wellbeing, safety & behaviour whilst remaining a member of The Students' Union at UWE Opportunities. This document shall be the basis for the safe operation of the University of the West of England Snowsports Club. Unless otherwise stated, members of the UWE Snowsports participate in either Skiing or Snowboarding both dry slope & alpine.

COMMITTEE

President	Samuel	Brett	samuel2.brett@live.uwe.ac.uk
Vice President Comps & UK Trips	Dani	Olliffe	daniolliffe13@gmail.com
Vice President International Trips	Adam	Sanford	adamsandford70@gmail.com
Treasurer	Oliver	Thomson	oliver2.thomson@live.uwe.ac.uk
Equipment & Safety Officer	Felicity	Kinsey	felicity.kinsey@gmail.com
Media & Publicity Officer	Lewi	Maxwell	Lewi.maxwell@gmail.com
Social Secretary	Scarlett	Brady	scarlet2.brady@live.uwe.ac.uk
Merch, Sustainability & Fundraising Officer	Minnie	Anderson	Minnieanderson1@icloud.com

2.0 General Information

2.1 Membership to The Students' Union at UWE Sport and Activities

Membership is open to The Students' Union at UWE students, UWE & The Students' Union at UWE staff & The Students' Union at UWE life members in accordance with The Students' Union at UWE's constitution providing that they:

- a) Receive a The Students' Union at UWE Membership card
- b) Register their membership to the sport club through the online The Students' Union at UWE membership application form
- c) Read & agree to comply with The Students' Union at UWE Activities Code of Practice

Members are also required to comply with the Centre for Sport "Conditions of Use" when using University hired or owned facilities.

The list of members entitled to participate in sports &/or activities will be kept with the Sport/Activity President & updated by the Sport/Activity Committee as appropriate.

2.2 Sport and/or Activity Purpose

To provide equal, equitable & safe opportunities for members of the University to participate in snowsports.

Activities shall include:

- Like minded individuals with a common interest
- The introduction of beginners/novices
- Provision for experienced performers
- Participation in appropriate competition (specifically BUCS) & coaching programmes
- Instruction on safe practice & technical aspects of the sport/activity
- Support to progress as appropriate within performance & coaching parameters

UWE Snowsports Club shall make provision for the encouragement of the development of their respective sport/activity as the Committee see fit.

2.3 Affiliation

UWE Snowsports Club affiliates to BUSC (British Universities Snowsports Council). All UWE Snowsports Club members having paid club subscription & registered online are affiliated to BUSC via The Students' Union at UWE.

2.4 Instruction

Before taking part in this activity there may be informal advice or tuition given. Instruction will cover: communication, footwear, clothing, equipment, & safety precautions. During snowsports trips abroad tuition by a

qualified ski instructor can be arranged for those who feel it would be of benefit to them.

2.5 Trials/Selection Policy:

If applicable trials will be held at the beginning of the autumn term for the purpose of assessing the ability of all members. The Students' Union at UWE operates a policy that all individuals must trial each year irrespective of ability. Training sessions are held where the ability of all club members can continually be assessed by team captains & coaching staff to aid team selection.

2.6 Training

Coaching/Instruction:

The club shall seek to support persons actively involved in coaching activities in attaining Coaching & Official Qualifications as appropriate. All student members can receive funding via the Community Volunteer Programme.

Vehicles:

In order to drive The Students' Union at UWE hired vehicles **all** drivers must be tested & insured. The Students' Union at UWE Opportunities provides a nationally accredited minibuss driver awareness (MiDAS) practical & theory test free of charge. The Students' Union at UWE Opportunities provides people carrier familiarisation tests & trailer towing training & assessments free of charge.

1st Aid:

The Students' Union at UWE Opportunities provides 1 day nationally accredited 1st aid courses for all members at a cost of £10.

There are some general guidelines for rented or members' own equipment.

Skis: Edges & bases in good condition & intact

Boots: Good fit, comfortable & all fastenings Working.

Bindings: Free of corrosion & damage. Moving parts should move & the release function must work properly. Bindings should be adjusted to correct length and DIN setting.

Ski poles: Good condition with baskets firmly fixed (rented poles may not have baskets). Should be straight with wrist straps for snow use, without for dry slope use.

1. Dry Slope Recreational

Suitable clothing for dry slopes consists of long trousers & a long sleeved top to prevent injury in case of a fall. Gloves or wrist guards should also be worn as there is particular danger of hand injuries on a dry slope.

2. Dry Slope Racing

Clothing guidelines should be followed as per recreational dry slope skiing. Race guards, helmets & wrist guards are strongly recommended. These will be provided by the club.

3. Ski Trips/Alpine Competition

Suitable clothing must be worn according to the trip location. For example: Alpine conditions require ski/snowboard clothing which must be water/windproof & warm, sunglasses & sunscreen provide protection against UV light.

4. Alpine Racing

Suitable clothing should be worn according to the conditions. Helmets & race guards are strongly recommended & will be supplied by the club. All event safety guidelines shall be adhered to.

5. Dry Slope Freestyle

Suitable clothing should be worn according to the conditions. Helmets, wrist guards and race guards are strongly recommended & will be supplied by the club. All event safety guidelines shall be adhered to.

3.2 Rules and Regulations

All sports & activities where applicable should be conducted according to the rules & regulations of the activity issued under the authority of the respective National Governing Body.

The Students' Union at UWE recommends that all members have an up-to-date tetanus inoculation.

3.0 Health and Safety Guidelines

3.1 Clothing and Equipment

The sports club must ensure that the appropriate clothing is worn & equipment used for, the appropriate activity.

The Students' Union at UWE Opportunities recommends that all players adhere to their respective NGB guidelines.

General

Club Equipment will be controlled by the Club Equipment & Safety Officers. Equipment hired for the purpose of the club that is believed to be faulty, the direct cause of an accident or in use during an accident should be brought to the attention of the Club Equipment & Safety Officers or in their absence a Club Committee member. Clothing and equipment owned by a member is not the responsibility of the club.

All activities irrespective of whether 'active' or 'social' organised by the sport or activity shall be run in accordance with these guidelines & those of their respective National Governing Body. Activities shall include:

- Any training & competition
- Fitness & strength & conditioning
- All trips/outings
- Social trips/tours as appropriate

1. Coach/Instructor/Group Leader Role:

It is the coaches/instructors/Group Leaders role to inform beginner/novices of all the safety features of snowsports. Also to write training plans for squads, supervise correct technique, ensure safety both on & off the slopes & to provide support during any training, fixtures, competition or trip of UWE squads/groups.

Coaches/instructors & group leaders shall behave in such a manner as not to place members at any greater risk as that associated with normal participation.

2. Trips and Fixtures:

Prior to visiting away locations & or using The Students' Union at UWE hired transport the sport or activity will complete the necessary "Trip Registration Form" - which highlights details such as destination, date & time of departure & arrival, first aiders, a list of all those travelling, their The Students' Union at UWE membership card numbers & emergency contact names & telephone numbers.

ANY changes to the above details **MUST** be notified to The Students' Union at UWE Opportunities Centre & the Gatehouse prior to departure.

All travelling members MUST carry with them their The Students' Union at UWE Membership cards for identification purposes.

Where the club is participating in a fixture/competition, squad members will be informed via the squad captain &/or sport/society committee of the travel arrangements, event arrangements & general requirements. Trip notification will be provided by one of the above to The Students' Union at UWE Opportunities.

NB: Regular Activities – **not** requiring specific trip notification to The Students' Union at UWE Opportunities are:

Organised training sessions based at Gloucester Dry Ski Slope.

BUCS /BUSC Competition:

All members must have paid the appropriate UWE Sport/Society subscription & registered online.

Undergraduates:

The Students' Union at UWE Opportunities Department, Frenchay Campus, Coldharbour lane, Bristol, BS16 1QY.

Tel: 0117 32 82577

Web: www.thestudentsunion.com

Only current UWE students undertaking a minimum of 60 credits of an undergraduate course are eligible to compete for UWE in BUCS competition.

Postgraduates:

Only current UWE students undertaking a study programme of no less than 50% of the full time student programme are eligible to compete for UWE in BUCS competition.

NB: Any sport, activity or individual that does not adhere to the above eligibility requirements will be subject to a The Students' Union at UWE Opportunities disciplinary.

Missed Events:

The club reserves the right to charge a fine to individuals equivalent to the entrance fee for any competitive event where the individual has asked to be entered, but failed to arrive at on time at the start of that event. The relevant captain must ensure that the fine is issued other than in exceptional or extenuating circumstances. The individual will not be allowed to participate in club events until the treasurer can confirm that the fine has been paid.

3.3 First Aid

First aid supplies should be signed out for all training, fixtures & trips & are available from The Students' Union at UWE Opportunities. All student coaches/instructors/group leaders should be qualified first aiders.

Members are requested to advise their coach/instructor/group leader/team mates of any medication or medical condition which may affect their health/performance (this information **must** also be recorded on the online registration membership) eg: Asthmatic - & where the inhaler is carried, diabetic, epileptic etc.

All accidents & injuries other than 'routine blisters/scrapes' **must be** recorded on an **Accident Form** & passed to the Opportunities Manager. Any member of a BUCS Representative squad requiring further physiotherapy treatment **must** be referred by the club sports physio or coach/instructor/group leader using a physio injury report or Accident Form.

Within the sport/society there should be at least 2 qualified 1st aiders per squad/group at any one time. Where possible a first aid kit shall be taken on every trip, training session & fixture.

NB: Nursing & Physio students do not qualify as substitute 1st aiders, unless they have an up-to-date 1st aid qualification.

3.4 Accident Procedures

General Alpine:

- Delegate someone to cross skis 5-8m above the accident

- Allow a first aider to assess the injured person, keeping them still & warm
- Do not administer food or drink
- If evacuation is required send 2 skiers to the nearest first aid point to call for the ski patrol
- If the accident involves several people, take down their names & addresses as in some countries skiing collisions/accidents may be subject to civil law
- Be sure to account for everyone when leaving the slopes at the end of the day
- Most accidents occur at the beginning of the day due to lack of warming up or at the end due to fatigue or over confidence
- **Do not** ski under the influence of alcohol

Avalanche:

- Avoid avalanche-prone slopes by obeying signs & finding out local weather
- Lee slopes & corniced slopes should be avoided, especially after heavy snowfall
- If caught in an avalanche, throw off skis & rucksack, slide on back if possible, delay departure with an axe or stick, cover mouth & nose if powder snow, & make a supreme effort in the final seconds to get near the surface
- If you witness an avalanche watch it closely to pinpoint the location of the victims & mark the point of departure with a ski stick. Search the area for victims or their belongings & use an upturned ski stick as a probe. Send for help immediately. However, do not endanger yourself or others if possible.

Complete an The Students' Union at UWE Accident Form within 24hrs, immediately if possible. Group Leaders/Committee members should have copies in their packs.

All Members **MUST** be aware of the accident/emergency procedures. An accident form **must** be completed & submitted to The Students' Union at UWE Opportunities Centre.

If required, assistance from a 1st aider should be sought.

Report to club officials any injuries or incidents, this includes (an accident form **must** be completed & submitted to The Students' Union at UWE Opportunities Centre:

- On the way to & from training/practices
- During any training session &/or races
- The full duration of a trip

All incidents/accidents are kept on file in The Students' Union at UWE Opportunities Centre & are used to support any review of safety procedures.

In the event of any serious accident or incident which involves the Emergency Services or which could involve media attention please follow this procedure:

Assess the situation.

Ensure the safety of yourself then the group. Call the Emergency Services if necessary & ensure before your call that you are able to explain exactly where you are. You will also be expected to give them your name, the number from which you are ringing & a brief summary of the incident including possible injuries & the number of injured. If you are calling from a mobile you may in some circumstances need to ask them to ring you back if your call is indistinct.

1. Where possible treat any casualties **if it is safe to do so**. Always be aware of potential spine injuries – **never** move someone in this situation unless there is a more serious potential situation such as fire.

2. Contact UWE as soon as possible by ringing:

All accidents/incidents that occur MUST be reported to The Students' Union at UWE Opportunities Centre.

Tel: 0117 32 83288/81403/82719/83291

Hours: 09.30hrs – 17.00hrs (Mon to Fri)

Alternatively the University Gatehouse (24hrs)

Tel: 0117 32 82552

Hours: 24hrs a day 7 days a week

All incidents resulting in injury occurring in a sports facility owned or hired by UWE **MUST** be recorded in the accident book, located in The Students' Union at UWE Opportunities Centre, 5th Floor F-Block, Frenchay Campus.

Please be prepared to give the following information:

- Your name
- The telephone number from which you are calling
- A brief summary of the incident & any injuries
- The number & names of people involved
- The name of any hospitals where casualties may have been taken
- The details of any police officers involved with the incident

- You may be rung back if there are any further steps that need to be taken.

Do not make any statement to the media other than “no comment”. DO NOT discuss ANY aspect of the incident with anyone who is not connected with the emergency services.

3.5 Insurance

SUMMARY OF COVER - ELITE

The purpose of this policy summary is to help you understand the insurance by setting out the significant features, benefits, limitations and exclusions. A full copy of the policy terms, conditions and exclusions is available on request from either:

Endsleigh Business or **The Students' Union at UWE**

Opportunities Department t: 0117 32 82577 | e:

kelly.howard@uwe.ac.uk

Name of the insurance undertaking

The insurance is provided by CHUBB European Group Limited. Registered Address: 100 Leadenhall Street, London EC3A 3BP

Type of insurance & cover

This is a personal accident policy which pays out set financial benefits following an injury. Members of UWE Opportunities will be protected anywhere in the world whilst taking part in authorised organised sports events, or in training and practice sessions. What's more, they'll even be covered whilst travelling to & from any of these activities.

Significant features and benefits - Elite Cover

TYPE OF COVER	CASH BENEFIT
Accidental Death	£30,000
Permanent Disabling Injuries	up to £100,000
Temporary Total Disablement	£60 per week (excluding the first 7 days)
Loss of Earnings	£75 per week
Hospital Confinement	£40 per day (maximum 120 days)
Emergency Travel Expenses	Up to £500 (min claim £25)
Dental Expenses	Up to £1500 (£25 excess)
Supplementary Travel and Accommodation Expenses in the UK	Up to £1000
Course Deferment Expenses	Up to £3000
Coma	£140 per week
Broken Bones	Up to £1000
Primary Dislocation	£250
Physiotherapy following Broken Bones of Primary Dislocation	Up to £40 per session (subject to a maximum of 10 sessions)
Medical Certificate Expense	Up to £40

Significant and unusual exclusions or limitations

Your policy excludes some situations. Please refer to Section 5 of the policy wording for full details of exclusions and limitations.

- Any claim under £25 in respect of Travel Expenses cannot be considered.
- The first £25 of every dental injury claim is excluded.

- Benefits cannot be issued in the event of the insured person committing suicide or inflicting self-injury
- Insurers will not be liable for payment should the Insured person sustain injury whilst engaged in any of those activities strictly prohibited under the policy e.g. offshore racing, bungee jumping, fire walking etc.
- Bodily injury resulting from sickness & disease is not covered under the policy
- The cover does not extend to providing for the cost of seeking medical treatment. Such costs are typically met by a Medical Expenses policy.
- Insurers will not be liable for disabilities arising from repetitive strain injury or psychological disorders.

Duration of Policy

The policy will remain in force for 12 months from the date of commencement, or as otherwise shown on your policy schedule.

Claims Notification

You can make a claim by contacting:

- Endsleigh Business, Hadley House, Shurdington Road, Cheltenham, GL51 4UE
- t: 01242 866800 | f: 01242 866961 | e: ebis@endsleigh.co.uk

For forms, documentation & assistance please contact:

- The Students' Union at UWE Opportunities Department, Frenchay Campus, Coldharbour Lane, Bristol, BS16 1QY
- t: 0117 32 82577 | f: 0117 32 82986 | e: kelly.howard@uwe.ac.uk

Your right to complain

We, as your insurance broker, will always aim to provide you with a high quality service. However, if you are not satisfied with the service provided please do not hesitate to contact us at the above details. We will ensure that every measure is taken to speedily address any concerns you may have.

The Financial Services Compensation Scheme

We are covered by the Financial Services Compensation Scheme [FSCS]. You may be entitled to compensation from the scheme if we cannot meet our obligations to you under your contract of insurance. If you were entitled to compensation under the Scheme, the level and extent of the compensation would depend on the nature of this contract. Further information about the Scheme is available from the Financial Services Compensation Scheme, 7th Floor Lloyd's Chambers, Portsoken Street, London, E1 8BN and on their website www.fscs.org.uk.

NB: Please ensure all accidents | incidents are reported to the Opportunities Department as a matter of urgency. If you have any questions in relation to insurance cover please contact the Opportunities Department

4.0 Conduct of Members

Members should not act in any way that could foreseeably cause harm to themselves or anyone else,

& be aware that they owe a “**Duty of Care**” to those who are so closely affected by their acts & omissions.

Members are expected to abide by The Students’ Union at UWE policy (copies available from The Students’ Union at UWE Opportunities & The Students’ Union at UWE Site Offices) & BUSC policy. UWE Snowsports Club will abide by the safety codes of practice at all training facilities or race they attend.

Members will pay their own fines for any cautions or suspensions received. Neither the sports club or The Students’ Union at UWE will take any responsibility financial or otherwise.

Any member or official who is deemed by The Students’ Union at UWE Opportunities to be acting in an irresponsible manner or ignoring guidelines laid down in this Code of Practice may be subject to disciplinary measures by the respective club, The Students’ Union at UWE Opportunities, University or the relevant National Governing Body. If it is not possible to identify the individual members not abiding by the Code of Practice, the Club Committee may be subject to disciplinary measures as deemed appropriate by the investigating team.

Where a sanction is being applied to a Club as a whole, it is not reasonable to expect a disciplinary panel to be held with the whole Club membership. As such, the investigatory team/disciplinary panel will use their discretion as to who attends at any Disciplinary hearings, and may limit this to the Club Committee only.

The benefits of membership to all sports & activities are conditional upon the proper conduct of members & such benefits may be to conditions or may be withdrawn in the event that it is shown that a member’s conduct has breached The Students’ Union at UWE’s values or policies.

Speak Up

The Students’ Union, and UWE Bristol want to create an inclusive campus where diversity is celebrated, antisocial attitudes and behaviours are challenged and any type of harassment, assault and discrimination aren’t acceptable. We want you to #SpeakUp if you see or hear something that’s not right, and be an active bystander.

Find out more [here](#), and find out how you can report anonymously [here](#).

4.1 Initiations and Alcohol Policy

Members of The Students’ Union at UWE Opportunities **will not** apply peer pressure upon other individuals in social situations or otherwise

Members of The Students’ Union at UWE Opportunities **will not** carry out initiation* ceremonies unless it adheres in full to policy.

Members of The Students’ Union at UWE Opportunities **will not** consume alcohol on minibuses, coaches, cars etc.

***Definition:** An initiation ceremony is an event in which members (often new members) of the club are expected to perform any activity as a means of gaining credibility, status or entry into that club. This peer pressure is normally (though not explicitly) exerted on first year students or members new to that particular club and may involve the consumption of alcohol, eating concoctions of various food stuffs, nudity and any behaviour that may be deemed humiliating.

All clubs that are proposing to hold any form of initiation must inform The Students’ Union at UWE Opportunities Centre of the date and venue of their proposed initiation. A detailed plan of the event **must** be submitted to The Students’ Union at UWE Opportunities Centre **10 working days prior to the event**. A meeting will take place between The Students’ Union at UWE Opportunities Staff and the respective committee in order to be approved. The event shall not go ahead without the prior The Students’ Union at UWE Opportunities staff approval.

Drinking/Initiations

- Drinking/Initiations are opt-in only and shall have no bearing on any team/squad selection
- A non-alcoholic alternative **must** be provided throughout
- Members of The Students’ Union at UWE Sports Clubs and Activities will **not** apply what may be perceived as peer pressure upon individuals in **any** social situation
- Organising committees/individual will be asked to sign this agreement

Breaches of this policy may result in a disciplinary hearing, carried out by The Students’ Union at UWE Disciplinary Panel. The Disciplinary Panel will be made up of a total of staff and Officers from The Students’ Union at UWE and the University where applicable.

Any breach of the procedure will result in one or more of the following:

- Removal of individuals from BUCS Competition
- Removal of teams from BUCS Competition
- Expulsion from The Students’ Union at UWE Opportunities
- Removal of Clubs from BUCS Competition
- Expulsion from The Students’ Union at UWE
- Disciplinary Proceedings by the University.

If any incidents occur at the end of a season, the sanctions may be levied for the following year. As a member of The Students' Union at UWE Opportunities, you must understand that you have a responsibility to report to The Students' Union at UWE Opportunities staff any activities that break this code

4.2 Facilities

Members are expected to treat facilities, staff, & students at the University of the West of England & other institutions & establishments with the utmost respect.

4.3 Equal Opportunities

"The University of the West of England Students' Union is a campaigning organisation which represents a diverse membership.

The Students' Union at UWE recognises that inequality, oppression & discrimination exists in this society.

The Students' Union will work towards a fairer society through ensuring greater equality of opportunity for its members & employees.

The Students' Union at UWE aims:

- To increase the quality of **everyone's** participation in the workforce & the educational process.
- To address attitudinal & organisational barriers to achieving greater equality of opportunity.
- To take positive action to promote fair employment practices & to eliminate discrimination against, & oppression of, individuals or groups of people on the basis of any of the following:

Gender, disability, sexuality, class, ethnicity, nationality, ethnic or national origin, colour, creed, religion, age, HIV, status, caring responsibilities, marital status.

The Students' Union at UWE believes that the oppression of the above groups & other discriminatory behaviour or language is unacceptable to the Union and will result in disciplinary action.

Note:

If the Snowsports Club's incoming committee fails to attend the Annual Committee Training in the spring term the club will automatically be shut down & as a result withdrawn from all relevant leagues and activities for the forthcoming academic year.