

CODE OF CONDUCT – Scottish Gliding Centre

The Scottish Gliding Centre is fully committed to safeguarding the wellbeing of its members, visitors and staff. Every individual in the Club should, at all times, show respect and understanding for the rights, safety and welfare of others, and conduct themselves in a way that reflects these principles.

All members and staff are committed to a code of conduct which reflects these principles as follows:

- Club members, their guests, staff and visitors to the club are entitled to expect courtesy, consideration and to be able to operate within a culture of safety.
- The development and maintenance of such a safety culture relies on everyone being able to trust one another, and for each person to show consideration and to have a duty of care for fellow participants.
- To this end, the Club Management expects certain minimum standards of behaviour from Club members, their guests, staff and visitors to the Club.
- This includes a responsibility for all Club members, their guests, staff and visitors, to bring to the attention of any Club official any situation which is believed to constitute a hazard, so that adequate mitigation can be applied, or risk of exposure to the hazard can be removed.

We strive to create an inclusive, positive environment for all. Examples of behaviour which contributes to such an environment includes:

- Using welcoming and inclusive language
- Being respectful of different viewpoints and experiences
- Gracefully accepting constructive criticism
- Showing empathy towards others

The following are examples of behaviour that the Club would consider undesirable and unacceptable:

- **Aggression and Violence** – this include abusive language, threats or assaults.
- **Bullying** – this means using power, strength or authority to intimidate others and includes persistent ridiculing, “sending to Coventry” or spiteful gossip - making participation in the Club activities disagreeable or impossible.
- **Harassment** – this means any behaviour or conduct which is inappropriate or unsolicited, unwanted or unacceptable to the recipient making them feel upset, embarrassed, offended, isolated, threatened or humiliated based on their race, religion, gender or sexual orientation, disability or age.
- **Reckless or malevolent behaviour** – including any such acts whilst driving on the Club’s premises or whilst flying. Encouraging others to engage in unsafe or reckless behaviour.
- **Conflicts of interest** – Failure to declare an interest at the earliest opportunity when attempting to influence the Club’s affairs.

Further advice, specifically on care of visitors and passengers, is available in the airfield manual. Instances of abusive, harassing or otherwise unacceptable behaviour may be reported to any member of the board of directors. All complaints will be taken seriously, reviewed and investigated or escalated as appropriate. The identity of complainants and the subjects of complaints will be kept confidential at least until the investigation is complete.

16 November 2018