

# Oxford University Pistol Club

## Code of Conduct 2018–2019

- 1.0 Introduction
- 2.0 Club Activities
- 3.0 Specialist Officers
- 4.0 Event Organisers & Activity Leaders
- 5.0 University/Club Activities
- 6.0 Activity Registration
- 7.0 First Aid
- 8.0 Accident and Emergency Procedures
- 9.0 Training Courses
- 10.0 Club Complaints Procedure
- 11.0 Governing Body Recommendations
- 12.0 Declaration
- 13.0 The Code of Conduct Guidelines.

### 1.0 Introduction

1.1 "Being totally committed to the safety of its members, the 2018/19 University of Oxford Pistol Club will operate so far as reasonably practicable, in accordance with the following document, it's risk assessment, the Proctors rules and current NGB guidelines."

1.2 The Club is affiliated to the recognised National Governing Bodies for our sport: -

*The National Small-Bore Rifle Association*  
*PO Box 12*  
*Brookwood*  
*Woking*  
*Surrey GU24 0YW*

*Tel 01483 485500*  
*Email info@nsra.co.uk*  
*Web www.nsra.co.uk*

*The National Rifle Association*  
*Bisley National Shooting Centre*  
*Brookwood*  
*Surrey GU24 0PB*

*Tel 01483 797777*  
*Email info@nra.org.uk*  
*Web www.nra.org.uk*

*Oxfordshire Rifle Association*

*Web www.oxrifle.org.uk*

1.3 It is the responsibility of the *Secretary* to ensure that affiliation/membership is paid on the due date of the *1<sup>st</sup> January 2019 (NSRA, ORA, NRA)*, or when instructed by the bodies and any information on new or current "Best Practice" requested.

1.4 The club will elect a new committee in *Hilary term 2019*. The committee will serve for one complete year, from Trinity 1<sup>st</sup> Week.

1.5 The reviewed and signed versions of the Code of Practice and Risk Assessment will be supplied as required to the Area Safety Officer for Sport after the appointment of the new committee.

1.6 The club's appointed "Senior Member" is Dr Robert Douglas-Fairhurst.

- 1.7 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 or other Club member's safe participation within the sport. If the issue is of a sensitive nature, then this MUST be raised via the ASO.
- 1.8 In its continued effort to promote good practice Oxford University Pistol Club will display its current Constitution, Code of Conduct, Risk Assessment and any other relevant safety information on the club's web site.

## **2.0 Club Activities**

The Club proposes the following disciplines for the year 2018–2019:–

- a) Air Pistol:
- i. Training sessions will be held in the Cricket Schools at the Iffley Road Sports Centre.
  - ii. The Varsity Match will be held at a range designated by Cambridge Revolver and Pistol Club, in the latter half of Hilary Term.
  - iii. Other matches may be entered if Members or the Committee deem it to be in the Club's interest. Such matches are at a variety of locations, but may include:
    1. Wantage Target Shooting Club, Wantage: county matches and Oxfordshire Rifle Association events.
    2. Lord Roberts Centre, NRA Camp, Bisley: for the NSRA competition, British Pistol Club competitions and externals (e.g. the Surrey).
    3. London Bridge Range: for competitions against Imperial College London
- b) Lightweight Sport Rifle (LSR) & Gallery Rifle (GRCF): .
- i. A training day will be organised at Wantage during Michaelmas term.
  - ii. OUPC will enter LSR and GR competitions as appropriate such as the 'Gallery Rifle Action Weekends', hosted at Bisley.
  - iii. OUPC will enter the ORA LSR and GR county championship
  - iv. OUPC will enter events at the Imperial meeting in July 2018.

## **3.0 Specialist Officers**

- 3.1 The Club Committee will consist of the following officers:
- Captain
  - Ladies' Captain
  - Secretary
  - Treasurer
  - Safety Officer
  - Police Liaison Officer (required under Home Office Approval)
  - Records Officer
  - Equipment Officer
  - Alumni Officer
  - Social Secretary

Suggested duties and responsibilities of these individual Officers are outlined in the club constitution.

## **4.0 Event Organiser & Activity Leaders**

- 4.1 The Activity leaders shall be responsible for producing and carrying all the information required for the trip. In particular the names and contact details for the event organiser

and activity leaders, the area safety officer and the Sports Department, plus the name of the club members attending the event

**The name of the Club appointed Event Organisers for 2018/19 are:**

NAME	POSITION	EMAIL
Igor Wasilewski	Captain	captain@oupc.co.uk
Thomas Bailey	Secretary	secretary@oupc.co.uk
Zara Hannoun	Ladies' Captain	womenscaptain@oupc.co.uk

**The name of the Club appointed Activity Leaders for 2018/19 are:**

NAME	POSITION	EMAIL
Igor Wasilewski	Captain	captain@oupc.co.uk
Thomas Bailey	Secretary	secretary@oupc.co.uk
Zara Hannoun	Ladies' Captain	womenscaptain@oupc.co.uk
Arnas Volcokas	Health & Safety	safety@oupc.co.uk

4.2 The club is reminded that the Coaches and Instructors are to provide the Area Safety Officer (Sport) with a copy of their latest qualification, their First Aid Qualification (if held) and proof of Personal Indemnity Insurance. This information will be sent to the Area Safety Officer (Sport) prior to the commencement of the new academic year (Michaelmas). It is the responsibility of the Coach and/or Instructor to renew and supply copies of the above forms.

4.3 Although 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 or Event Organiser.

## **5.0 University / Club Activities**

5.1 The University of Oxford Pistol Club will follow the Sports Federation safety guidelines, as detailed on the following web page: <http://www.sport.ox.ac.uk/sports-federation/safety>.

## **6.0 Activity Registration**

The University of Oxford Pistol Club will follow the Trip Registration Form guidelines, as detailed on the safety web page. <http://www.sport.ox.ac.uk/sports-federation/safety>

## **7.0 First Aid**

7.1 As many members of the committee that wish to be first aid trained will be, with training being given to at least one member of the committee, preferably the Safety Officer.

The name of the Club trained and/or qualified First Aiders for 2018/19 are

NAME	QUALIFICATIONS	EMAIL
Thomas Bailey	Emergency First Aid	secretary@oupc.co.uk
Arnas Volcokas	Emergency First Aid	safety@oupc.co.uk

Aditya Shrimanker	Emergency First Aid	
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## 8.0 Accident and Emergency Procedures

- 8.1 The University of Oxford Pistol Club will follow the Sports Federation safety guidelines, as detailed on the following web page: <http://www.sport.ox.ac.uk/sports-federation/safety>.
- 8.2 All minibus drivers will first attend, and pass, the University minibus course before driving a minibus for the club.

## 9.0 Training Courses

- 9.1 In an effort to promote the highest standards of instruction, training and safety, the University of Oxford *Pistol Club* actively encourages its members to partake in training courses, gain experience or undertake formal assessment in our sport.

## 10.0 Club's Complaint Procedure

- 10.1 The Club operates a procedure that allows Club members to raise complaints about issues, which might include the following:
- The safety of Club activities.
  - Poor standards of instruction or leadership.
  - The standard of equipment used for Club activities.
  - Poor Club Administration.
  - The lack of suitable activities for their level of participation.
- 10.2 Complaints concerning Club safety or operational matters should initially be addressed to the Club Captain. If this does not prove satisfactory a written complaint should be made to the Sports Federation President. The matter will be considered at the next available OUSF Executive Committee Meeting. Consultations may also take place with the ASO.

## 11.0 Governing Body Recommendations

The University of Oxford *Pistol Club* will operate so far as reasonably practicable, in accordance with our current NGB guidelines.

## 12.0 Declaration (Cap., Sec. & Treas. must sign)

As a Club Official I am aware of my moral and legal obligations to my fellow Club members.

I have read and understand, agree to abide by, and enforce the rules of the Club Constitution, Risk Assessment and Office to which I hold.

POSITION	NAME	SIGNATURE
Captain	Igor Wasilewski	

<b>Secretary</b>	<b>Thomas Bailey</b>	
<b>Ladies' Captain</b>	<b>Zara Hannoun</b>	
<b>Treasurer</b>	<b>Tanguy Feraud</b>	
<b>First Aid and Safety Officer</b>	<b>Arnas Volcokas</b>	
<b>Alumni Officer</b>	<b>Howell Fu</b>	
<b>IT Officer</b>	<b>Howell Fu</b>	
<b>Records Officer</b>	<b>Brandon Ford</b>	
<b>Equipment Officer</b>	<b>Tanguy Feraud</b>	
<b>Police Liaison</b>	<b>Thomas Bailey</b>	