



ÉIRE Óg an Aonach

Cumann Iomán a'zus Peil

Aonach, Co. Thiódraid Árann

website: [www.nenagheireog.com](http://www.nenagheireog.com)



# Nenagh Eire Og GAA club

## Code of Respect

October 2016

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## Club executive Officer committee

Jim Nagle  
Club Chairman

Seamus Cleary  
Club Treasurer

Ann Kennedy  
Club Secretary

Enda Costello  
Club Vice Chairman

Eanna Costello  
Club PRO

Michael Geaney  
Chairman Juvenile club

## **Introduction**

This document was prepared by the Club executive officers and sets out a Code of Respect for all club officials, officers, members, mentors and players associated with the club.

Nenagh Eire Og is committed to providing a sporting environment free from bullying and harassment of any kind. We respect the individual dignity of everyone involved in our club, whether they are club officials, officers, members, mentors and players. We require everyone associated with the club to make sure that their behaviour towards others is respectful and courteous at all times. This in effect means that we:

Show respect for everyone by what we say and do.

- Value our diverse club membership.
- Treat each other with mutual respect
- Our actions, behaviour and attitudes consistently demonstrate our respect for the dignity and worth of each individual.
- Maintain a sporting environment that seeks out and values insight, experience, contribution and full participation of all.
- Do not engage in discrimination based on gender, civil status, family status, sexual orientation, religion, age, disability, race, colour, ethnic origin, pregnancy, union membership, political affiliation, membership of the traveller community, or any other form of bullying and harassment.

Fundamental to the principle of equality is that everyone associated with the club have the right to a sporting environment free of harassment, bullying and any other verbal, non-verbal or physical forms of harassment. Any form of harassment is entirely unacceptable

Everyone associated with the club will be expected to comply with this policy and the club executive will take appropriate measures to ensure that bullying and harassment does not occur. Appropriate disciplinary action will be taken against any individual who violates this policy.

## **Definition of Bullying**

Bullying is defined as,

*“repeated inappropriate behaviour, direct or indirect, whether verbal, physical or otherwise, conducted by one or more persons against another or others, which could reasonably be regarded as undermining the individual’s right to dignity”.*

An isolated incident of the behaviour in this definition may be an affront to dignity but as a once-off incident is not considered to be bullying.

The following are examples of bullying behaviour. This is not an exhaustive list and is not limited to these conduct behaviours only.

- Personal insults and name calling.
- Persistent unjustified criticism, sarcasm or insults.
- Public or private humiliation.
- Shouting at people in public and/or private.
- Physical abuse.
- Instantaneous rage, often over trivial issues.
- Exclusion with negative consequences
- Intrusion – pestering, spying or stalking
- Being treated less favourably than colleagues
- Aggression.
- Intimidation or threats.

To avoid harassing others, one must be sensitive to others' feelings on harassment. As a guideline, you might ask yourself "If someone behaved this way towards my partner, parent or child, how would I feel?" or "Would I be embarrassed to see my remarks or behaviour reprinted in the local newspaper or described in detail to my family and friends?"

### **Definition of Harassment**

Harassment is any form of unwanted conduct, related to an individual's gender, civil or family status, sexual orientation, religion, age, disability, race, colour, ethnic origin, pregnancy, union membership, political affiliation, membership of the traveller community which has the purpose or effect of violating a person's dignity and creating an intimidating, hostile, degrading, humiliating or offensive environment for the person.

Harassment can occur between people of the same or opposite sex. Harassment can take many forms. It may be of a visual, physical or verbal nature. The uniform characteristic is that the behaviour is unwanted and unwelcome by the recipient. The unwanted conduct may consist of acts, requests, spoken words, gestures or the production, display or circulation of written words, pictures or other material. A single incident may constitute harassment. Harassment is a very real problem to those who experience it. However it is intended, if the behaviour is unwelcome to the recipient, it is not just "good fun" or a "joke".

Examples of harassment include:

- Verbal harassment - jokes, comments, ridicule, songs or nicknames.
- Written harassment - including text messages, e-mails or notices or any other form of written communication.

- Physical harassment - jostling, shoving or any form of assault.
- Intimidatory harassment – gestures, posturing or threatening poses.
- Visual displays such as posters, flags, emblems or badges which could be regarded as offensive, humiliating or intimidating etc.
- Isolation or exclusion from social activities.

Sexual harassment is any form of verbal, non-verbal or physical conduct of a sexual nature which has the purpose or effect of violating a person's dignity and creating an intimidating, hostile, degrading, humiliating or offensive environment for the person.

The unwanted conduct may consist of acts, requests, spoken words, gestures or the production, display or circulation of written words, pictures or other material.

Examples of sexual harassment include:

- Sexual gestures.
- Displaying sexually suggestive objectives, pictures, calendars.
- Sending suggestive and pornographic correspondence including faxes, text messages or e-mails.
- Unwelcome sexual comments and jokes.
- Unwelcome physical conduct such as pinching, unnecessary touching, etc.
- Same sex sexual harassment.

## **Definition of Victimisation**

Victimisation consists of adverse treatment of a person because they have made a complaint or allegation of discrimination or have brought proceedings or have notified their intention to do so or have acted as a witness, informant or representative in connection with a complaint under this policy or having opposed by lawful means the activities proscribed by this policy.

A person will not be victimised or subject to sanctions for making a complaint in good faith, or for giving evidence in proceedings, or by giving notice of intention to do so.

The intention of the alleged perpetrator in any case of alleged bullying, harassment or sexual harassment is irrelevant. The fact that the alleged perpetrator has no intention of bullying, harassing or sexually harassing the complainant is not a defence. The effect of the behaviour on the complainant is what is important.

## **Complaints Procedure**

If you feel you are being subjected to bullying or harassment you have two options: try to deal with it on an informal basis, or make a formal complaint.

### Informal Procedure

It is often preferable for all concerned that complaints of bullying or harassment are dealt with informally whenever possible, as often the perpetrator may not be aware that their behaviour is causing such offence to others. This is likely to produce solutions that are speedy, effective and minimise embarrassment and the risk of breaching confidentiality. Thus, in the first instance a person who believes that they are the subject of bullying and/or harassment should ask the person responsible to stop the offensive behaviour.

- Raise the issue informally with the person who is creating the problem, pointing out that their conduct is unwelcome, offensive or interfering with work.
- If a person finds it difficult to approach the alleged perpetrator directly then a person should seek help and advice on a confidential basis from a club officer or anyone else you feel comfortable talking to.
  - The complainant may request the assistance of a club officer in raising the issue with the alleged perpetrator(s). In this situation the approach of the club officer should be by way of a confidential, non-confrontational discussion with a view to resolving the issue in an informal low key manner.
- An appropriate course of action at this stage, for example, could be exploring a mediated solution.

A complainant may decide, for whatever reason, to bypass the informal procedure. It is recognised that it may not always be practical to use the informal procedure particularly where the bullying or harassment is serious or where the people involved are at different levels in the club. In such instances the employee should use the formal mechanism set out below.

### Formal Procedure

If the informal procedure is not appropriate or if the issue has not been successfully resolved following an informal process, the following procedure should be followed:

- Contact a club officer either verbally, by telephone or in writing (including email) outlining the nature of the complaint.
- The complaint will be subject to an initial informal examination by a designated member of the club executive, who can be considered impartial, with a view to determining an appropriate

course of action. An appropriate course of action at this stage, for example, could be exploring a mediated solution or a view that the issue can be resolved informally. Should either of these approaches be deemed inappropriate or inconclusive, a formal investigation of the complaint will take place with a view to determining the facts and the credibility or otherwise of the allegation(s).

- Where in the reasonable opinion of the club, the circumstances are appropriate; the Club reserves its right to carry out an investigation into an incident irrespective of the intentions of the parties.
- If the Club decides that a formal investigation will take place, you will be requested to make a formal complaint in writing.
- Allegations of prohibited bullying and harassment that are brought to the Clubs attention will be investigated in a fair and expeditious manner. The Club will appoint an investigator (which may be an internal or external investigator) as appropriate to investigate the complaint.
- The Club cannot guarantee that the identity of the person lodging the complaint or that the allegations will be kept confidential. The investigation will be conducted in such a way as to maintain confidentiality to the extent practical and appropriate under the circumstances. All employees have a duty to cooperate in the Club's investigation of the alleged bullying or harassment.
- In the interests of natural justice the alleged bully or harasser will be notified in writing of the nature of the complaint, given a copy of the allegation, informed of his or her right to representation and will be given every opportunity to rebut the detailed allegations made. A copy of the complainant's written statement may be given to them. A record in the form of a written statement of reply may be taken.
- Pending the outcome of the investigation and where the circumstances warrant it, interim actions may be taken by the Club in respect of either or both the complainant and/or alleged bully or harasser. This is not to be taken as indicative of the Clubs' decision in the investigation, but is merely a practical operational step.
- The investigation will include interviews with both the complainant and the alleged perpetrator.
- Whilst it is desirable to maintain utmost confidentiality, once an investigation of an issue begins, it may be necessary to interview other people. If this is so, the importance of confidentiality will be stressed to them. Any statements taken from witnesses will be circulated to the person making the complaint and the alleged bully/harasser for their comments before any conclusion is reached in the investigation.
- Findings of fact will be made on the balance of probabilities based on the information available to the investigator.

- When the interview process has been completed, a written report will be completed and reviewed by the club executive and a course of action will be decided.
- A record of all relevant discussions which take place during the course of the investigation will be maintained by the club executive.
- Both parties will be given a copy, in writing, of the conclusions reached by the investigation, together with the reasons for their conclusions.
- All parties are expected to co-operate with the investigation.
- If either party is unhappy with the outcome of the investigation, the issue may be processed through the normal appeals mechanism.

### **Action Post Investigation**

Where a complaint is upheld a disciplinary hearing will take place. The disciplinary action to be taken will be in line with the club's disciplinary policy. If a complaint is not upheld, the Club may still recommend some form of resolution, e.g. mediation to the parties.

### **Observation of Bullying or Harassment**

If bullying or harassment is observed to be taking place, it should be brought to the attention of a team manager or if this is not appropriate, any member of the club executive.

### **False/Malicious Complaints**

Sometimes complaints concerning bullying and harassment may be false and/or maliciously motivated. If the club finds this to be the case, disciplinary action may be imposed.

### **Confidentiality**

All individuals involved in the procedures referred to above will be required to maintain confidentiality at all times.