

Code of Conduct

Table of Contents

GENERAL BEHAVIOUR	3
FINANCIAL CONDUCT	3
MEETINGS	3
DISCRIMINATION	3
GENERAL RULES	3
CONFLICT OF INTEREST.....	3
CONFIDENTIALITY	3
POLITICAL ASSOCIATION	3
BREACH OF CODE OF CONDUCT AND APPEAL PROCEDURE	4

General behaviour

- Members and associates of the BDSA should be caring, kind and polite
- Treat others with respect
- Help and support others within the dancesport community and wider community
- Do not impose your opinion on others save for training, coaching and judging situations where your professional status is required to complete the exercise
- Have an open and fair working system

Financial Conduct

- The BDSA will promote honest, ethical and open behaviour in all financial dealings
- All financial business will be documented in regular reports - available to all members via the standard systems or reporting
- All financial business will abide by England and Wales laws and regulations

Meetings

- The BDSA meetings should be harassment free and respectful
- The chairperson will open the meeting and welcome everyone to the meeting
- Only one person can speak at a time
- Listen to each other, be polite and consider opinions of others
- Use plain language
- Keep to the agenda
- Be quiet if you arrive late
- Switch off your mobile

Discrimination

- No member will discriminate against any other member of the BDSA or public.
- Bad language and prejudice is not acceptable.
- Treat others with respect.

General Rules

Read the General Rules and abide by them.

Conflict of interest

- Members are to disclose any interest, whether personal or on behalf of the BDSA:
 - Anything that might influence their view regarding the issues under discussion
 - If offering a job to a member of their family.
 - If carrying out work for the BDSA as a part of their job.
 - Sign a contract on behalf of the BDSA - with the member of the family or a friend.

Confidentiality

- Members should keep personal or private information confidential - and will not publicly discuss anything that might shame an individual.

Political association

- Privately, BDSA members may be affiliated to/or be members of a political party but they may not represent a political party in their role as a member of the BDSA.

Breach of Code of Conduct and appeal procedure

- If people do not abide by those rules, the chair will talk to them and ask them to refrain from such behaviour again or they will have to leave the meeting.