



## **Santa Ana Valley Kennel Club Code of Conduct**

The purpose of the Code of Conduct is to ensure:

- all members feel welcome and comfortable in meetings, gatherings, events;
- are able to contribute at meetings, workshops, and events;
- that meetings are conducted in an open and business-like manner; and
- that the highest standards of behavior are maintained by members at all times.

Those attending meetings, workshops and events must:

- Promote equality and diversity by not discriminating unfairly against any person.
- Treat all members and guests with respect.
- Not use any racist, sexist or homophobic language.
- Not make derogatory, inflammatory or personal remarks about other people.
- Welcome new members and make them feel comfortable in meetings, workshops, events and help, mentor, befriend and educate new members, novice owners and exhibitors in conformation, performance or any other venues in which the club and/or its members are participating or practicing.

Members will observe the following at all times when taking part in club meetings:

- Conduct themselves in a reasonable manner at all times;
- Keep to the subject under discussion and contribute accordingly;
- Respect the right of other people to speak without interruption and allow everyone the opportunity to speak;
- Respect the views and opinions of others and accept that these may not always be the same as their own;
- To adhere to the Chairperson's instructions regarding agenda items and points of discussion;
- Not swear, use abusive language or deliberately disrupt meeting;

Procedures for Breaches of the Code:

- A verbal warning will be given by the Chairperson to members, if they are in breach of the Code of Conduct.
- Anyone in breach of the Code may be requested to leave the meeting by the Chairperson.
- In the event of serious or persistent breaches, a person may be permanently excluded from future attendance at some or all meetings hosted by SAVKC.
- Any person, including the chair, permanently excluded from any meetings shall have the right to appeal per SAVKC CONSTITUTION AND BY-LAWS.



Depending on the serious of the breach, action to be taken may include:

- Verbal Warning at the meeting by Chair.
- Request to stand down from Chair.
- Request to leave the meeting by Chair.
- Written warning within 10 working days.
- Persistent breaches could lead to permanently removal of a member according to SAVKC CONSTITUTION AND BY-LAWS.