

# The Nottingham Board & Tabletop Miniature Games Club

## CLUB RULES AND STANDARDS OF BEHAVIOUR

### Name of Organization:

The organization is called The Nottingham Board & Tabletop Miniature Games Club (Yet to be named) which is here after referred to as the Club.

### OBJECTIVES

The Nottingham Board and tabletop Miniature and Games Club was founded to promote tabletop gaming in the Nottingham area in all its facets as a rewarding pursuit, to provide a facility for players of ages 18+ and of all standards to enjoy the games whether it be in a competitive sense or purely for recreational purposes. To do this we will provide a venue at which gamers may meet and also provide a reasonable amount and variety of gaming terrain and equipment.

We will aim to promote positive relations and ties with other gaming clubs & societies when ever practicable in Nottinghamshire. The Club will also promote socials to help develop and encourage the range of discussions to assist with greater understanding of various games systems, encourage the exchange of gaming ideas and help members develop practical techniques and social skills.

#### *Note:*

- It will also be the responsibility of individual club members to provide actual models, boardgames or other items specifically required for games to occur.

Within that main framework, the club is committed, in particular, to encouraging and attracting existing and new people to the games and to develop their skills through planned and organised coaching.

These aims can only be achieved in an atmosphere which is friendly but well structured and, in which, all of those players are equally and totally committed to playing Tabletop games.

## Basic Rules

- To have fun
- Membership and Child Protection, As the Club operates on Licensed premises; Only persons of or over the age of 18 may attend or become members of the club.
- All members and non-members attending any weekly meeting are expected to pay the standard meeting ticket price on arrival at the club.
- Club meetings are open to non-members over 18 years of age who can make use of the club facilities upon payment of the standard meeting ticket price. The Club cannot act “in loco parentis” for guests of members nor can it take responsibility for other peoples property if left, though you are asked to take into consideration and care for, the proper respect for each others property when gaming.
- Pay Club fees for attending standard gaming meetings.
- Club members and visiting non-members will at all times adhere to the following standards of behaviour.

## STANDARDS OF BEHAVIOUR

In order to maintain that structure, it is necessary that ALL members are completely aware of the expected Standards of Behaviour that are associated with all good clubs of this nature. A failure to do so results in spoiling the enjoyment of others and, eventually, leads to total disruption as well as barring from future events.

- ➔ Equal Opportunities and Abuse: No member or visitor shall be discriminated against on grounds of sex, ethnic group, colour, religion, physical or mental status, political beliefs, sexual orientation, social class or anything a reasonable person would find unjust. Whilst the Club will promote equal opportunities for all, it will also take action to deal with any reports of a member suffering physical, psychological, sexual or other abuse. This action is detailed under the Complaints & Discipline section

The Club Organisers, who are unpaid volunteers who devote their time and efforts in the administration of the Club, will not allow such disruption to occur.

## **Subsequently, all members of Club will observe the following Standards of Behaviour:**

- i.** Your purpose in attending the Club is to provide a welcoming place for people to game in by ensuring high standards of sportsmanship and behaviour and to respect the desire of others who wish to do that in an atmosphere and under conditions that are conducive to the nature of the games.
- ii.** Respect the venue, its facilities and the club's property.
- iii.** Respect the property of other gamers.
- iv.** Such an atmosphere denies you the right to participate in any other disruptive physical activities such as chasing around the gaming areas, deliberately interrupting other games, kicking items of any kind, immature horseplay or activities of any type, abuse of tables and equipment and any other behaviour which could be construed as unsporting conduct.
- v.** The club actively discourages some gaming aspects like *Gamesmanship*, "*rules lawyering* and other deliberate methods of play designed to detract from enjoyment of the games.
- vi.** Respect the decision of the umpire if one is present.
- vii.** Be courteous to their fellow club members and respect their choice of games systems, miniatures etc.
- viii.** Bad language, personal argument and taunting or humiliation of other players will not be tolerated.
- ix.** Understand that while some forms of behaviour are unacceptable a bit of fun or causal ribbing within the realms of club social acceptability are fine. I.E. referring to the player killed in a game of Pandemic Legacy as 'The Deceased' is considered to be classed as 'A bit of fun' As long as such behaviour does not move into more dangerous areas such as harassment or bullying...
- x.** Remember that gaming is a social event and encounter and that anyone playing or bringing games also be socially inclusive towards new and existing members bringing them into the games and where possible teaching or showing them the game and explaining rules. This helps create new players and also expands peoples understanding and knowledge of games.
- xi.** Resolve rules disputes quickly and amicably by using the appropriate rule book, by asking another member or by the roll of a dice.

# THE ORGANISATION

## Club Fees

Club fees for both adult and junior members attending standard meetings will be set for the year by the Club organiser, and this also applies to the drinks vouchers. The organiser may also impose these charges or vary them for Extended Day meetings at their discretion, with due consideration to the financial circumstances and event. These charges reflect the venues commitment to guarantee regular fair trade.

## Club Assets

The assets of the club (gaming equipment, cash in hand and cash) belong to the Club Organiser or the existing members.

Should the club ever cease to operate the assets will be distributed to the Organiser, current members or original owners as evenly as possible. (See Amendments/Dissolution)

Note:

- The definition of *current members* at any time will be those who have attend more than half the gaming meetings in the previous six months.

Any members who have loaned their own scenery/equipment or games to club may remove them at any time, specially if they leave the club or it is damaged, though the Club Organiser should be notified first. Anything left behind will regarded as club assets.

## Club Officials

The club will be led by the Club Organisers. Other positions like Event Organisers will be made on an Event by Event basis.

Event Officials must have attended at least one half of the meetings held during the past 12 months to be eligible for such positions.

A minimum of one designated official will be present at each club meeting.

The Club Organiser may make other appointments (e.g. Event Organisers, Social Media Mangers, Web Manager) as they see fit. These appointments are valid for the length of the appointment, made at the time.

## **Voting and club decisions**

If the The Club organiser or Designated Senior Member consider it necessary to change the rules, or wind up the club, or consult the members on some other matter they must call an Extraordinary Meeting (EM) so that the Club Members may make the decision. The Club organiser must also call an EM if they receive a written request from the majority of members over a single specific or specific issues. Details of an EM must be published by the Club Organiser in no less than 1 week in advance.

The Club organiser or Designated Senior Member will make a public record of decisions taken at club meetings. The record will be available for inspection by any club member within the posted medium.

Only current members (not visitors nor members' guests) may vote.

## **CLUB REPRESENTATION**

### **Those who represent the Club in league matches and tournament play.**

No member has an *absolute divine right* to represent the Club in competitive events. That honour has to be earned by showing mature commitment and correct behaviour.

The Club is judged by visiting teams/members on the behaviour of the members and the courtesy that they display. The Club will not tolerate discourtesy to visitors under any circumstances.

It has long been a tradition of gamers to look smug when you roll a lucky Crit - it is all part of the game and such luck tends to even itself out. While such a tradition is annoying being a good player is paramount to good sportsmanship in the game and this club will maintain it.

As in all games, the umpire will be unbiased in decisions and that decision is not questioned by any player (A reasonable amount of query over rule understanding is permitted). When not involved on the table, ALL Club Members who are familiar with the rules will try to make themselves available to at least assist with this role.

(Tantrums such as throwing dice or game pieces, banging or kicking the table or verbal abuse of your opponent is displaying total disregard for the etiquettes of the game and the Club, Please understand you can and will be asked to leave. (See disciplinary actions)).

ALL Club players must be gracious in defeat and congratulate their opponent. Win or lose - do not leave the playing area without at least shaking the opponents hand. You can sulk all you want when you've left..

When playing a match at our home venue, the opposing team/s are our GUESTS and must be treated as such. Afford them the courtesy that guests deserve to ensure their comfort, well-being, enjoyment.

When the match is completed you must ensure that the Club Organise are, either under normal circumstances, present to bid farewell and to thank the opposing team for the match.

## **Requirements before and after Matches**

It is *Essential* that matches commence at 7.00pm or shortly afterwards. For that reason tables and game areas, need to be in place BEFORE that time. Do NOT expect to turn up for a match to find this has been done for you - it is your responsibility!

If you want some pre-match practice time then allow for this in your arrival time.

If you are the "home" side, you must ensure you have already sorted and prepared for the game before play. If coming from a work place time can be altered to accommodate but ask or let others know beforehand.

When the match is completed it is the responsibility of *All Members of the Club Home Side* to dismantle/Tidy the table and, return them to the appropriate storage area, clear chairs etc., and to ensure the area is left clear of cups, cans and any other litter.

If the Club Organiser is present, the *Home team captain* must make them aware of the final result of your match. That team captain also has the responsibility to post the results to the appropriate divisional secretary/Social Media Page/Campaign Organisers unless a Club Member has agreed to perform that duty on your behalf.

## **DISCIPLINARY POLICY**

The Nottingham Board & Tabletop Miniature Games Club reserve the right to impose the following disciplinary actions and policy in the event of any of the foregoing rules and/or Standards of Behaviour being breached or disregarded, and whilst it is not anticipated, there may be occasions when the club is required to act to protect its members from a situation or situations that arises due to the conduct of one or more members. Members may be suspended from attending club under the following circumstances or breach of our standards of behaviour.

- When a complaint is made in writing alleging a member has breached the rules of the club, as stated in The Club Rules and Standards of Behaviour. In this case the Club Organiser will make inquiries to see whether any informal resolution may be agreed by the parties concerned.
  - If this is the case then no further action need be taken but if not then the Club Organiser must organise a meeting of the Members or key Members to discuss the allegations and decide whether any suspension of membership is appropriate.
- When three or more complaints of what might be viewed as a minor nature have been made in writing regarding the behaviour of an individual member, that member's behaviour will

automatically be discussed by the Club Organiser during the next Games Session, not the Social meeting/event. The Club Organiser may decide to issue that member a written warning in respect of this behaviour or. Should there be a repetition of such behaviour then the situation will be dealt with as under section (iv) below

- When a complaint is made alleging a member has breached the rules of the club, as stated in The Club Rules and Standards of Behaviour that is shown to be or triggering a Secondary Warning. In this case the Club Organiser will make inquiries to see whether any informal resolution may be agreed by the parties concerned.
  - i. If this is the case then no further action is need be taken beyond the initial verbal and written warning, however if not then the Club Organiser must organise a meeting of the Members or key Members to discuss the allegations and decide the length of the suspension of membership is appropriate.
- When a member is alleged to have behaved in such a manner as to have caused danger either to another member(s) or themselves. In this circumstance the Club Organiser must organise a meeting of the Club to discuss the incident and decide whether any suspension of membership is appropriate.
- When there is an allegation that a member has committed a serious criminal offence within the the purview of The Nottingham Board & Tabletop Miniature Games Club, Standards of Behaviour or Criminal activity while attending the club. In this case the member must be immediately suspended and notified of his/her/Their suspension by the Club Organiser, until police inquiries and any legal proceedings have been concluded.
- When a Club member is alleged to have acted in such a manner as to have seriously damaged the club's reputation. In this circumstance the Club Organiser must organise a meeting of the other Membership to discuss the allegations and decide whether any suspension of membership is appropriate, and any follow-up regarding media response is necessary.
- Other than in Section (iii) above where suspension is open-ended, the Club Organiser has the power to vary the period of suspension from one to four club meetings as they deem appropriate. Should the Club Organiser believe the situation to be so serious as to require a more severe resolution then the Organiser and Senior membership may call an EM with a view to either a longer-term suspension or expulsion of the member concerned.

An Expulsion is the ultimate sanction for the club and will not be imposed lightly but once imposed it can only be reversed by a majority vote of the Members EM.

  - i. Whatever the period involved, any suspended member may not attend the Club Venue Booking area nor be involved in any club activity for the duration of the suspension. Failure to comply will lead to an automatic one month meeting suspension, to run consecutively to any current suspension, and may result in an EM to discuss the situation.
- Accidental Damage, *Accidental or malicious damage* – While we have seen that accident do happen it should be noted that people invest a lot in their games and models and as such we

ask that people respect all items on the table and treat them with respect and care .

Members are required to refrain from any conduct that would cause damage to any Club property and to any of the members or visitors report immediately to the Club organiser or Senior Member, or Event Organiser of any accidental damage caused by them, damage seen caused by others or issues of damage being caused.

While the club may not always be able to replace missing, damaged or lost items, it does retain ties with Nottingham Hack Space, and so it may be possible to assist with fixing, rebuilding or assisting with replacing components/models/items.

A maximum initial period of 5(Five,) days after the initial reporting ODF the damage/loss will apply, with regards assistance/repair or replacement. Following this, The Clubs policy will not allow excessive replacements.

- i. *You may be asked to complete a claim form or provide additional information to progress Your claim. If you don't do this, it may mean Your claim will be delayed/Dismissed.*
- ii. *In the event of theft of any equipment, the victim must inform the Club Organiser and/or Senior Club Member or Event Organiser of the theft and provide details and any relevant information. Such details will then be passed over to the relevant authorities.*

Malicious damage to Your Equipment not reported to the Administrator within 5(Five,) will not be legible for any type of claim, though disciplinary procedures can still apply, this does not stop any club members from engaging in any civil or criminal procedures in order to recover costs, and the Club will endeavour to assist where it can with these matters..

## ➤ **Terms and References**

- *Accidental damage* means physical breakage, destruction or failure of your Equipment due to an unforeseen event which causes physical damage to it and prevents it from operating correctly. Accidental damage extends to include damage that happens as a result of Your Equipment being in contact with water and other liquids
- *Damage/Damaged* means accidental damage and malicious damage.
- *Game* means any type of Card, Tabletop, Biard and Wargame, Including components
- *Equipment* means any Gaming Equipment that has been supplied to you on loan or that you bring into the Club for use by yourself or incombination with others.
- *Excess* means the amount which needs to be paid by you after each successful claim.
- *Loss/Lost* means:
  - (i) You've accidentally or unintentionally left Your Equipment in any location and it has then disappeared; or
  - (ii) Your Equipment is in a known location, but you aren't reasonably able to retrieve it; or
  - (iii)Your Equipment has disappeared and You are not sure how.
- *Malicious damage* means where damage is deliberately caused to Your Equipment by someone other than you.



- *Theft or Stolen* means the taking of Your Equipment by known or unknown people with the intention of unlawfully and permanently depriving you of the possession of Your Equipment.
- *You/Your* means you, as long as You are over 18 years old, and any person who has been authorised by you to use the Equipment.

## **Disciplinary Standards**

Every member is expected to maintain high standards of behaviour and conduct during club meetings within the Standards of Behaviour policy whilst representing the club. Occasionally, where it is clear that the club's rules of conduct have not been met or where a member's behaviour has fallen clearly outside of any acceptable standards, it may be necessary to begin the disciplinary process.

Clear examples of misconduct include but are not limited to: The failure to adhere to club rules, improper behaviour toward other club members, negligence.

Examples of gross misconduct include but are not limited to:

- Assault,
- Fighting, any action endangering another person's safety,
- Threatening or abusive behaviour,
- Harassment, victimisation or discrimination,
- Sexual assault of members or others in the venue, sexual harassment,
- Theft, fraud or misuse of club funds,
- Bringing the club in to disrepute.

In the event of a breach of discipline the procedure outlined below should be followed. The disciplinary policy outlines the agreed approach and process for dealing with issues of misconduct. Our aim is to ensure fair and consistent treatment for everyone.

## **Disciplinary Procedure**

- i. On the first occasion, the offender will receive a verbal Informal reprimand and an explanation as to why the particular behaviour was unacceptable; and an understanding agreed that it will not be repeated.

- ii. A failure to heed that verbal warning *and* a subsequent re-offence will result in a formal written warning which will demand an improvement in behavioural attitudes and if necessary an apology.
- iii. A Secondary failure to heed that Written warning *and* a subsequent re-offence will result in a final Warning both verbally and in Writing, warning which will demand an improvement in behavioural attitudes and if necessary an apology followed by a temporary ban from (x) events
- iv. Should these two initial actions fail to correct the behaviour then this WILL result in the offender in being permanently barred from club membership and it will be at the discretion of the either the offended party or the Club operator as to whether any evidence or legal recourse with regards civil action should taken, and the same applies to any criminal proceedings from such actions.  
*This is not open to negotiation.*
- v. Gross misconduct is behaviour, on the part of a Club Member, which is so bad that it destroys the Member/organiser relationship, and merits instant dismissal without notice or in lieu of notice. Therefore depending on the nature of the misconduct it will be at the discretion of the either the offended/wounded party/s, Site Owner or the Club operator as to whether any evidence or legal recourse with regards civil action should taken, and the same applies to any criminal proceedings from such actions.  
*This is again not open to negotiation.*

## Warning Levels and Sanctions

WARNING LEVEL	POSSIBLE SANCTION
Informal Warning	Verbal Warning
1 <sup>st</sup> Formal Warning	Written Warning
2 <sup>nd</sup> Formal Warning	Final Warning
3 <sup>rd</sup> Formal Warning	Suspension and Termination of Membership
Gross Misconduct	Suspension and Termination of Membership

### Informal Warning Process and Potential Outcomes and General Views

- Informal Warning

It will normally be appropriate for The Nottingham Board & Tabletop Miniature Games Club or the Club Organiser to manage minor issues informally before proceeding to the formal disciplinary procedure. Such issues *Must* be handled promptly to avoid escalation and discreetly. Highlighting an issue to a club member (Usually Verbally) will often be enough to prevent the issue occurring again. Minor issues should be dealt with by holding an informal discussion.

The member *Must* be advised that further unacceptable behaviour or misconduct may lead to formal disciplinary action and the member should be clearly told that they have received an informal warning and the Offender be clear on the improvement that is required. (Like abusive, threatening or petty comments of abuse.)

- The Club organiser or Designated Senior Member should Discuss any help that is required in order for the member to improve.  
A note of the discussion should be taken showing the date, the fact that an informal warning was given and the action required by the member to improve.
- If no further action is necessary, the file note should be removed after 12 months.

- Formal Warning Process and Potential Outcomes

Where a member's conduct has not improved and following an informal warning, *or* when the matter appears to be more serious, formal disciplinary procedures may be necessary. Any

further incidents of misconduct during the life of a disciplinary warning may and *most likely will* result in further disciplinary proceedings, usually at the next stage of the formal process.

An investigation of a disciplinary breach must be conducted by the The Club organiser or Designated Senior Member.

In the case of Gross Misconduct the member involved may have their membership suspended whilst any necessarily procedural investigation is completed. The Club Organiser, Unless involved in the matter, *then a senior Club Member* not involved must contact the member by letter or email to request a meeting to discuss the breach of discipline. This letter or email must give *a minimum of 3 days notice* of the staging of the meeting, *and* must detail in the communication *the member's rights of representation*, whether permanent suspension of member is a possible outcome, the specific reason for the meeting, including full details of the allegation including dates and times, any losses incurred or impact on the Club and copies of any documents that may be referred to in the meeting including any witness statements.

The meeting must then take place and the Member/s should be informed of any decision and of the right to Appeal. A member has the right to appeal against disciplinary sanctions at each formal stage of the procedure. Appeals *Have to be* made within 7 calendar days from receipt of the disciplinary outcome letter or communication.

## ● Appeals

The process for Appeals is thus: If a member is subject to an Order or Formal Warning then in order to make an appeal the Member must set out the grounds for appeal in writing to the The Club organiser or Designated Senior Member.

Members *Must* clearly state the detailed reasons for their appeal and *Upon receipt* of an appeal letter the The Club organiser or Designated Senior Member will send an *Appeal Acknowledgement Letter and an Appeal Meeting invitation letter to the member*. This has to be before the Appeal Meeting the appeal panel should be briefed on all relevant facts. Appeals will usually be chaired by a The Club organiser or Designated Senior Member who has not been directly involved in the disciplinary process. Once the Appeal meeting has taken place the member will be informed of any decision and, *that decision is final*.

- The outcome of the appeal can be either to:
  - Reject the appeal,
  - Upholding the original disciplinary action
  - Increase or add harsher punitive responses.

## **Amendments/Dissolution**

No amendment to the Club Rules and Standards of Behaviour or the Dissolution of the club can be made without the consent of the Club Organiser and at least two-thirds of the club members.

Should Dissolution occur then the The Club organiser or Designated Senior Member will terminate any commitments and liabilities of the Club and all money held will be used to cover any outstanding costs of the club. Terrain and Property not belonging to the Organiser will be divided amongst the membership as fairly as possible by the outgoing Club organiser.

## **GENERAL SUMMARY**

The Club Organiser accepts that the large majority of Club Members behave accordingly and it does not wish to offend those who do so. Unfortunately, however, there will always be the few who show no respect for others in their bad behaviour poor attitudes and acting like a twat. The Nottingham Board & Tabletop Miniature Games Club cannot afford to tolerate those who would seek to mar or deliberately cause offence, we do aim to create more cohesive community ties with other clubs and game Businesses and Organisers.

**Conduct of Club Members: All Club Members or Visitors must abide by:  
The Statutory and Common Law of the United Kingdom;  
All Health and Safety laws and rules applicable to the UK;  
The rules of the Club as stated in its Constitution.**