



## Driving Standards Complaint Form & Procedure

The Monoposto Racing Club (MRC) introduced a Driver Complaint Procedure during 2007 in order to promote good, safe driving standards. A Driving Standards Complaint Form (DSCF) allows a driver concerned about or involved in any driving incidents, to register a complaint against another driver or drivers.

The DCF will in no way undermine or supersede any action undertaken by either the Clerk of the Course or Motorsport UK. The Monoposto Racing Club is providing this form because, in the past, when incidents have occurred, at times neither the Clerk of the Course nor the Motorsport UK Stewards have been aware of these incidents nor taken any action.

On these occasions it was felt that a DCF would allow a driver to state a case for what the driver considered was an unsporting, dangerous or illegal racing incident and which the driver felt should be brought to the attention of the Monoposto Board of Management.

Procedure to be followed:

- On completion of a qualifying session or a race in which a driver felt an incident had occurred, they would obtain a Driving Standards Complaint Form from the Monoposto Championship Coordinator or club website.
- The driver would complete the form with the particulars of the incident, including the names and car numbers of the driver(s) they felt had caused the incident. Once completed, the form should be returned to the Championship Coordinator who will then pass it to the MRC Secretary. If this is not completed on the day at the race circuit it should be mailed within a week of the incident to the MRC Secretary.
- The secretary will thus be notified that a DSCF has been completed and an agenda item to report the incident should be allocated for the next board meeting.
- The Secretary or Executive will appoint a suitably impartial Board Member to set up an investigation and prepare material to be forwarded to Board members. It is difficult to account for all cases but in general the following procedure should prevail:
  - Other drivers mentioned in the DSCF should be notified of the complaint by the Secretary.
  - A statement about the incident should be sought from them for transmission to the appointed Board Member.
  - The appointed investigator should circulate all paperwork to Board members and an online discussion should decide whether action is merited
  - If the incident is clearly identifiable to a driver being reckless, the driver should be warned that his driving is under investigation.
  - If it is a repeat offence, stronger action is required, governed by what can be implemented by the MRC under National Competition Rule and the Club governance regulations. This may include a written statement to the Clerk of the Course at the next race meeting, inviting special observation.
  - Other action may be taken, as deemed necessary by the MRC Board of Management to preserve its name and reputation which, may in the extreme include disqualification from membership.
  - The outcome and process will be reviewed at the next available Board meeting and a Formal record made.

It is not the intention of the MRC to introduce a complex procedure for handling driver's grievances. The main objective of this procedure is to provide Monoposto members with a facility to record what they consider to be an unsporting, dangerous or illegal racing incident with another driver. It should not be used for any incident covered by Motorsport UK National Competition Rules.



## Driving Standards Complaint Form

Please use this form to make a driving standards complaint

**Name:**

**Telephone Number:**

**email:**

**Date of Incident:**

**Venue:**

**Session:**

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**Details of the Incident:**

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**Drivers Involved / Witnesses:**

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Please complete this form and return to the **Championship** Coordinator on the day of the incident or forward to the Monoposto Club Secretary at a later time for action.



## Driving Standards Policy

The Board of Directors of The Monoposto Racing Club Ltd (the club) are the Championship Organisers of the Monoposto Championship, the Tiedeman Trophy Mono Championship and also of other non-championship events. This policy will apply to all events organised by the club.

There are two primary reasons for this policy. The discipline of single seater racing requires a great deal of respect for fellow competitors on the track. Consequences from incidents between open wheel racing cars can be severe and the first reason is the protection of drivers and vehicles from harm and damage. The other reason is to protect the reputation of the club and the championships.

The Motorsport UK National Competition Rules (NCR) 2.1.1.13 states "Driving in a manner incompatible with general safety, and/or departing from the standard of a reasonably competent Driver" is a breach of regulations and will lead to disciplinary action being taken.

The club interprets this to mean that competitors should not be blocking, weaving, squeezing, making contact and generally driving in a manner which causes avoidable damage. We are all aware of track limits, deliberate driving outside of these limits is also considered to not be compatible with expected driving standards.

Nothing in this policy is intended to undermine, replace, alter or amend any official action taken by the Clerk of the Course, the Stewards or Motorsport UK and no action will be taken that could in anyway undermine the official judicial process.

This is a Monoposto Racing Club Policy and does not form part of any official event procedures or sanctions. Only post event penalties can be applied by the club.

As a competing member of the Monoposto Racing Club you agree to be governed by this policy as detailed in the championship regulations. You must accept that, if penalised, there is no higher authority to which you can appeal. These regulations will be enforced for the benefit of all of the drivers competing in the championship.

A primary aim of this policy is to highlight acceptable driving standards so that the occurrence of incidents is as low as possible. The club have not historically had significant issues with driving standards, but there have been some.

We have very close and competitive racing and reality dictates that sometimes there may be contact. Whilst this should be avoided, incidences of contact should never be viewed as acceptable.

It is not envisaged that this policy will need to be implemented any more frequently than the previous driver complaint procedure it replaces.



## Driving Standards Team

The Driving Standards Team (DST) will consist of the Class Representatives and the Championship Coordinator. Other persons may, as seen fit by the DST, be co-opted to the DST for individual investigations or on a more permanent basis.

To maintain impartiality, no member of the DST who is in the same class shall form part of the DST on any driving standards investigation or decision about an incident involving a driver in their class or an incident in a session they competed in, apart from as a witness or if involved in an incident.

Where our events have our classes split over two or more grids, then no member of the DST who is in the same class, practice or race session (i.e. part of the same grid) shall form part of the DST on any driving standards investigation or decision about an incident involving a driver in their class or an incident in a session they competed in, apart from as a witness or if involved in an incident.

## Instigating an Investigation

This policy can be implemented following:

- Incidents on track that are officially recorded and dealt with by the official means (Clerk of the Course) and where official sanctions are taken.
- Incidents on track that are officially recorded and dealt with by the official means (Clerk of the Course) and where no official sanction of further official action is taken.
- Incidents on track reported by drivers that are not officially observed or reported.
- Generally we do not consider simply observed Track Limit violations would fall under this policy unless there were excessive repeated infringements or poor behaviour when rejoining the circuit.
- Incident that are reported by our own observers or by respected unofficial observers.

The DST may decide to start an investigation based on any evidence that comes to its attention, which may be at the request of others.

We do not feel that the club has a significant current issue with driving standards and serious consideration will be given before the formal instigation of this policy is implemented.

A driver who feels that an incident warrants investigation should report the incident to the Championship Coordinator at the earliest opportunity, using the Driving Standards Complaint Form, available on the club website. The Championship Coordinator will then inform the Club Secretary or Executive who will appoint personnel to the DST. We expect any incident to be reported to the Championship Coordinator as soon as possible and would generally consider that would be shortly following the track session. Consideration may be given to later reports depending on the reason for the delay. Reports after the event should be emailed to the Club Secretary.

Please note that if you want to make an official protest to the Clerk of the Course this must be done directly with the Clerk of the Course following the NCR procedure, taking account of the official time limits. Reporting to the Championship Coordinator under the Monoposto Driving Standards Policy does not instigate or form any part of any official protest.



## Procedure for Incident Investigation

Every competitor is required to assist with any investigation if requested to do so. We also expect unhindered access to any video evidence.

Due to a wide range of circumstances and incidents, investigation will follow reports, statements and evidence provided to the DST.

The driver or drivers directly involved will be asked for a statement about the incident. Other drivers and spectators who may have observed the incident may also be asked for comments or statements.

We may also ask the Clerk of the Course and the official observers for any observations.

Once the DST feel that they have sufficient information they will discuss the incident and make a decision. This decision may not be immediate, it will depend on the timing of the incident and availability of the DST members. If the decision is not made on the day, it is expected that it will be made before the next event, unless more serious consideration of board involvement is required.

A decision will take account of the nature of the incident, any actual consequences, any consequences that could have reasonably occurred (near misses), any mechanical issues and weather conditions as well as any other factors that are considered relevant.

No decision will be published by the DST until any official investigation by the Clerk of the Course has been completed. Under no circumstances is any decision by the DST to be introduced in to any official process, the Monoposto Driving Standards Policy is not intended to be robust enough to form part of any official judicial process.

## Recording Information

The nature and seriousness of the incident will determine how details will be recorded and how formal any recording will be. Statements may initially be verbal to be followed up with written statements if considered necessary.

Sanctions will be recorded to enable any trends to be identified.

## Types of Infringement

Please be aware that an incident does not mean that there has to be contact with another car or safety barrier, it can also include what may be considered careless, reckless or dangerous driving even where no contact is made.



## Sanctions

Sanctions applied will be decided by the DST based on their judgement of the incident. Sanction may be applied to more than one driver, and different levels of sanctions may be used for a single event.

Validity of sanctions will be for periods defined as “race events” which is regardless of the number of days or track sessions for each race meeting.

Sanctions available to the DST are:

### *Verbal Warning*

Intended to act as a less formal reminder to the driver(s) of the standard of driving expected from them. Valid for 3 race meetings. This will escalate to a written warning for a second incident.

### *Written Warning*

For driving in a manner considered careless a written warning will be issued. A written warning may be issued in the first instance. Two written warnings issued in 2 race meetings will escalate to a yellow card. Written warnings will remain valid for 3 race meetings.

### *Yellow Card*

For driving in a manner considered reckless a yellow card will be issued. A yellow card may be issued in the first instance. Two yellow cards issued in 2 race meetings will escalate to a red card. Yellow cards will remain valid for 3 race meetings.

### *Red Card*

For driving in a manner considered dangerous a red card will be issued. A red card may be issued in the first instance. Refusal to cooperate with a DST investigation will normally lead to a red card being issued.

A breach of track limits which when the driver re-joins the track causes another competitor to need to take avoiding action will normally result in the issue of a yellow card.

A breach of track limits which when the driver re-joins the track causes contact with, or consequential contact with other competitors will normally result in the issue of a yellow card.

If you leave the track limits under any circumstances, you are obligated to return in a controlled and safe manner with absolute regard and respect for those who are still on the racing surface. You are NOT entitled to try and maintain the position you previously held.

The issue of a red card will cause the immediate suspension of competition membership of the Monoposto Racing Club which will extend to the end of the next championship race weekend of the same championship. Any events missed will count as a point's scoring rounds with a zero point score.

Following a red card suspension, a yellow card will remain in place (be issued for penalty timescale purposes) for the next allowable race weekend. If this weekend is incident free, then the driver will revert to a penalty situation in line with the scale detailed above until each penalty expires. Any period of suspension from the club will not be included in any penalty timescale calculations. If any driver is issued with two red cards in one season, then this will result in suspension of their competition membership of the club for the remainder of the season.



## Appeals

An appeal on any decision can be made to the Board of Directors of the club, being the Championship Organisers, whose decision shall be final.

The above applies to decisions where a penalty is applied and also when no penalty is applied.

## Track Regulations

Attention is drawn to Motorsport UK National Competition Rules Chapter 12, Appendix 7 on Track Regulations.

End.



## Environmental Policy Statement

The Monoposto Racing Club is a members club involved in the organisation and management of motorsport events. The Monoposto Racing Club is committed to protecting local and global environments, as impacted by its activities, events, and actions, in accordance with The Environmental Protection Act 2021.

We acknowledge that the use of fossil fuels has an environmental impact. Taking account of our club's aims and activities to provide competitive and affordable club motorsport competitions, and that there are no current practical alternatives available, we resolve that the Monoposto Racing Club shall, where within our control:

- Comply with applicable legal requirements which relate to our environmental aspects.
- Include the consideration of environmental issues in our club/events strategies and initiatives.
- Ensure that protection of the environment is firmly embedded in the culture of the club/event.
- Prevent pollution, reduce waste, and minimise the direct consumption of resources through offsetting greenhouse gas emissions from club activities.
- Consider the wider global impact of all our activities including those of our suppliers and subcontractors.
- Educate, train, and motivate our members, competitors and volunteers to be environmentally responsible.
- Take action to prevent pollution, protect the ecosystem, biodiversity, management of natural resources, wildlife, and ancient species. Encourage and enhance biodiversity and ecology.
- Implement measures to minimise energy consumption.
- Identify and, where appropriate, manage opportunities for control of waste materials, waste minimization and recycling.
- Identify and, where appropriate, manage opportunities for control of the use of toxic substances.
- Control related human activities to ensure protection of the environment.
- Practice responsible resourcing.
- Recognise our commitment to the Motorsport UK Environmental Sustainability Programme.
- Commit to Carbon Offset initiatives in excess of the calculated Carbon Footprint of Monoposto events.

The Monoposto Racing Club is committed to continual improvement in environment performance.

This policy will be communicated to all Monoposto Racing Club staff, club members, competitors, contractors and suppliers and be available through public media.

End



# Race Entry, Acceptance, Payment, Reserve and Refund Policy

## Race Entry

Race entries open upon publication of the entry forms and close 3 working days before the Event. Entries can be made either via the PDF form or the online form which can be found on our website.

## Deadline Times

Payment / withdrawal deadlines will be working days before the Event weekend. Two weeks (10 days) before the Event is the preceding Monday by 5PM

3 days before the Event is the Wednesday by 5PM

## Fee Payments

Upon entering races you may choose to pay entry fees up front or two weeks before each event. If you choose to pay two weeks before the event, a deposit of £25 per entry will be requested at the point of submitting your entry form. Your entries will not be accepted until after this deposit is paid. The balance will be requested 4 weeks prior to each event and will be due by 2 weeks prior to the event.

Payment can be made by cheque, card or bank transfer. There are no additional charges for using a credit card instead of a debit card.

For card payments, an email will be sent with a link to pay the entry fee, you will have two weeks to pay for the entry fee before the link expires 2 weeks before the event. New payment links can be sent within 2 weeks of the event but additional processing fees will apply.

Cheques post-dated for two weeks before the event are acceptable and will be held on file.

Direct transfer payments can be paid to:

Account Name: Monoposto Racing Club

Account Number: 40807568

Sort Code: 52-41-07

Payment Reference: use circuit + your race number

No one may take part in a race meeting unless full payment, including any late fees, has been cleared and an official fully completed race entry form has been received. Only cash will be accepted on race day if a cheque or debit/credit card payment has "bounced".



## Race Entry Acceptance

All race entries will be registered according to the date they were received and are accepted on a first come first served basis irrespective of whether the entry was made online or via the PDF form. Once capacity is reached for a meeting, entries are then reserves in the order received.

Valid entries will be prioritised in accordance with this order:

1. Fully registered members of the Championship
2. Single Event members who have registered for up to two meetings and who comply with the full technical and sporting regulations of the Club
3. Invitation drivers (where permitted) with cars outside the normal class structure of the Club - at the discretion of the Championship Coordinator

Single Event entries will be accepted or added as reserves 4 weeks before the meeting. Those wishing to have earlier consideration are advised to join as full members.

## Withdrawals and Additional Fees

Any withdrawal received will lose their £25 entry deposit, but the balance of the entry fee will be refunded as long as the withdrawal is made at least 3 days prior to the event. Any withdrawal received in the 3 days prior to the event will forfeit their entry fee.

Any entry made in the two weeks before the event or failing to pay their entry fee on time will be charged an additional £50 processing fee. Any entry made in the last 3 days before the event, or failing to pay until the last 3 days before the event will pay a £150 late fee.

Any competitor who does not pay their entry fee on time may become a reserve if the meeting is oversubscribed.

## Reserve Policy

Where a meeting has a driver on reserve at the point that the event happens, procedure will occur as per National Competition Rules.

Reserves must pay the full entry fee in advance. If a driver takes part in a qualifying session but cannot take part in the race due to still being a reserve, their entry fee for qualifying will be £60 and the balance of the entry fee will be refunded. If a driver is not able to race due to other reasons such as mechanical failure, but a place on the grid is available for them, no refund will be due.

Where a reserve driver does not have a place available in one race but is able to take part in any subsequent races, a proportional refund will be applicable.

End



## General Data Protection Policy

The Monoposto Club holds limited personal data about our members, employees, clients, and suppliers for business and legal purposes.

This policy sets out how we seek to protect personal data and ensure compliance with the rules governing the use of personal data, specifically in accordance with the six principles of the General Data Protection Regulations 2018.

### Personal Data

Personal data we gather may include individuals' contact details and financial information related to payment of membership/entry fees.

We will not process personal data unless the individual whose details we are processing has consented to this happening.

We will ensure that any personal data we process is accurate, adequate, relevant and not excessive, given the purpose for which it was obtained. We will not process personal data obtained for one purpose for any unconnected purpose unless the individual concerned has agreed to this or would otherwise reasonably expect this.

Individuals may ask that we correct inaccurate personal data relating to them, and should ensure that personal data we hold is accurate and updated as required.

### Data Use and Retention

Personal data will be retained for no longer than is necessary. What is necessary will depend on the circumstances of each case, taking into account the reasons that the personal data was obtained.

Upon request, a data subject has the right to receive a copy of their data in a structured format. These requests will be processed within one month, provided there is no undue burden and it does not compromise the privacy of other individuals. A data subject may also request that their data is transferred directly to another system. This will be done for free.

A data subject may request that any information held on them is deleted or removed, and any third parties who process or use that data must also comply with the request.



## Data Storage Requirements

- In cases when data is stored on printed paper, it should be kept in a secure place where unauthorised personnel cannot access it
- Printed data should be shredded when it is no longer needed
- Data stored on a computer should be protected by strong passwords that are changed regularly.
- Data stored on CDs or memory sticks must be locked away securely when they are not being used
- Data should be regularly backed up.
- Data should not be saved on mobile devices such as laptops, tablets or smartphones, local copies should be deleted when no longer needed.
- Data held by the Monoposto Club shall be regularly audited, to ensure continued relevance and compliance with this policy.

End



## Monoposto Racing Club Social Media Policy

Monoposto Racing Club is fully committed to promoting the safe and responsible use of social networking. The Club recognises the value in using a variety of communication and marketing tools as a means for competitors to promote themselves, the Club and motorsport in general.

### What is Covered?

Monoposto Racing Club may use various methods to communicate with members. Email is the preferred method for official communication. WhatsApp and SMS messaging may be used especially on race weekends. The Club's social media channels are used mainly for marketing purposes.

This policy is intended to cover all media in the public domain, including social media sites, but is also applicable to any websites, blogs and forums where media can be uploaded and comments posted.

Media topics requiring thoughtful coverage, if at all, include: racing incidents, judicial matters, management of any Club or Organiser, Officials & Marshals actions, criticism of fellow competitors, rumours and speculation.

### Who Does This Apply To?

Motorsport is a highly regulated sport and Motorsport UK licence holders have a specific responsibility with regard to compliance with Motorsport UK requirements. This includes, but is not limited to, meeting the requirements of the Sporting Code and all relevant regulations in the NCRs, including Race with Respect. As an entrant or competitor you also have a responsibility for the behaviour of any person or team representing you and your motorsport activities.

Legal provisions include copyright, protection from malicious acts, harassment, discrimination, hate, defamation, libel, safeguarding of children and vulnerable adults, as well as human rights and data protection breaches. These provisions apply to online media just as they do in the real world.

### What is Unacceptable?

Media and comments that bring the sport into disrepute may lead to disciplinary action by the club and or Motorsport UK and could ultimately attract civil or criminal action.

Unacceptable online behaviour includes, but is not limited to, harassment, defamation, discrimination, threats, insults, bullying and the use of obscene language. Uploading or linking to libellous, inflammatory or illegal media is not acceptable.

Be careful with “banter” as there can be a distinct line between what you and others may find suitable or acceptable.

If you have a disagreement with someone, even if it is legitimate, a public forum is not the place to air this. If you feel a sporting decision was not made or is incorrect then you should follow Motorsport



UK procedures. It is unacceptable to use social media channels where unhelpful and inflammatory comments from others, often deliberately intended to wind up, makes the situation worse.

## General Advice

You are encouraged to generate and interact with social media, and to do so with the aim of promoting motorsport, your Club and your own motorsport activities. Be active.

Motorsport is a vast eco system and when you use online media positively and with good intent, you are part of the success of the whole. Be generous.

Motorsport, and particularly single seater racing, is a small community where many have long racing careers. Be friendly.

You are able to race largely due to the army of volunteers who help run all aspects of motorsport. Be appreciative.

Sharing is good. Remember to credit photographers and leave original logos intact.

Be aware your social media interaction may attract interest from the wider media.

Where sponsors are involved, take care to follow their guidelines as well as the media channel requirements.

Consider all posts and comments to be public and permanently available, even if subsequently deleted.

If using media channels to earn an income or for commercial use, pay special attention to what you upload and ensure all copyright is met.

Test days and race days may have different regulations that apply and this may affect your media activities. Check your ticket and documentation for details.

If you're not sure whether to post or comment then that may be one to skip.

Don't forget your personal online safety and security. Avoid giving out your personal details to strangers and remember to use your media settings so they work best for you.

If you are acting in any official capacity you will have any enhanced responsibility and should be maintain a high standard of behaviour.

Remember many Officials, including marshals, scrutineers and clerks, are also active online and may read your posts and comments.

Take extra care to ensure you are meeting safeguarding requirements. See our separate policy for details.



## AI Generated & Altered Content

Monoposto supports the responsible use of AI tools in content creation. Any imagery, video, or audio that is materially altered or synthetically generated must be clearly disclosed where it could reasonably be mistaken for real. Minor edits (e.g. colour correction or cropping) do not require disclosure, but any substantive AI use should be clearly indicated to maintain trust, transparency and integrity.

Any online media issues should be reported to: [media@monoposto.co.uk](mailto:media@monoposto.co.uk)

*By registering with the Club a competitor agrees to be bound by these guidelines.*

*The Club reserves the right to terminate the membership of any individual, if the individual or persons representing them, contravenes the above.*

*End*



## Monoposto Racing Club Safeguarding Policy Statement

Monoposto Racing Club is fully committed to safeguarding the wellbeing of its members and those within the club environment. All members should show respect and understanding for the rights, safety and welfare of others and conduct themselves in a way that reflects the principles of the Club.

1. The Club acknowledges its responsibility to safeguard the welfare of all young people entrusted to its care and is committed to working to provide a safe environment for all members.
2. The club acknowledges its responsibility to safeguard the welfare of all adults involved in motorsport in accordance with the Care Act 2014.
3. The Club confirms that it broadly follows the Motorsports UK policies, procedures, practices and guidelines as listed below:-
  - a. Motorsport UK Safeguarding Children Policy
  - b. Motorsport UK Safeguarding Children Procedure
  - c. Motorsport UK Adults at Risk Policy
  - d. Motorsport UK Safeguarding Case Investigation Procedure
  - e. Motorsport UK Anti-Bullying Policy
  - f. Motorsport UK Equality and Diversity Policy
  - g. Motorsport UK Low Level Concerns Policy
  - h. Motorsport UK Speak Up Speak Out Policy
  - i. Motorsport UK Social Media Policy
  - j. Motorsport UK Recording and Retention of Safeguarding Records Policy
4. The Club will follow the guidance of the policy documents listed above in the event of any concerns or allegations.
5. A child and young person is anyone under the age of 18 engaged in or attending any club activity. Motorsport UK has provided a definition for Adults at Risk here:- <https://www.motorsportuk.org/the-sport/safeguarding/adults-at-risk/>
6. The key principles of this policy are as follows:
  - The welfare of the child and/or Adult at Risk is, and must always be, paramount to any other consideration
  - All participants regardless of age, gender, ability or disability, race, faith, culture, size, shape, language or sexual identity have the right to be protected from abuse or harm
  - All allegations, suspicions or concerns of abuse, neglect, harm and poor practice will be taken seriously and responded to swiftly, fairly and appropriately.
  - Safeguarding is everybody's responsibility, including all volunteers and club members.
7. The Club recognises that everyone has the right to participate in sport in a safe, positive and enjoyable environment whilst at the same time being protected from abuse, neglect, harm and poor practice. The Club recognises that this is the responsibility of every adult involved, in whatever capacity, at the Club.



8. The Club will appoint a Club Safeguarding Officer (CSO) to deal with any issues concerning Safeguarding, Equality and Diversity and notify this person to all members. They will be licenced by Motorsport UK, attend training and be in receipt of an enhanced DBS check.
9. The CSO is Emma Cliffe (07787 143374 or e-mail [emma@emmacliffe.uk](mailto:emma@emmacliffe.uk)). If you witness or are aware of an incident where you are concerned the welfare of a child or adult has been put at risk you must, in the first instance, inform the CSO. If at any time you are not able to contact your CSO and the matter is clearly serious then you can either:
  - Contact the Motorsport UK Head of Safeguarding by e-mailing [safeguarding@motorsportuk.org](mailto:safeguarding@motorsportuk.org)
  - Contact the Police or local Social Care team for the County/Borough you are in at the time of the incident
  - Call the NSPCC 24 hour Helpline for advice on 0808 800 5000 or text 88858 or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

This is also the procedure the CSO will follow to report concerns.

10. The Club will follow Motorsport UK guidance and ensure that anyone that meets the eligibility criteria for a Disclosure check (DBS, or PVG in Scotland) is checked.
11. The Club will ensure that all its members, whether they are coaches, parents, competitors or officials will comply with all guidance and best practice as issued by Motorsport UK. In summary, the following points are considered as best practice to create a safe, friendly and welcoming environment for children:
  - Adults should display high standards of personal behaviour and refrain from pursuits considered unhealthy in front of children and be good role models, including their conduct on Social Media platforms
  - Employees and volunteers should avoid working in isolation with children and out of sight of parents or other volunteers
  - Not drinking alcohol excessively whilst responsible for children
  - Avoiding smoking in the presence of children if you are in a position of trust such as a coach or team manager
12. The following are NOT acceptable and will be treated seriously by the club and may result in disciplinary action being taken by the Club, Motorsport UK or Statutory Agencies if relevant.
  - Providing alcohol to children or allowing its supply
  - Humiliating children
  - Making sexually explicit comments or sharing sexually explicit material
  - Using obscene or foul language
  - Having an intimate or sexual relationship with any child
  - Inappropriate or unnecessary physical contact with a child

End