

# **RULES OF THE WORLD SCHOOLS DEBATING CHAMPIONSHIPS LIMITED**

## **Part One – Interpretation and Introduction**

### **1. Interpretation**

In these Rules:

“the Articles” means the articles of association of the Charity;

“Championship” means a debating tournament organised by a Host and recognised by the Charity as the World Schools Debating Championship for a particular year;

“the Charity” means World Schools Debating Championships Limited, a company limited by guarantee and registered in England with number 6666449;

“the Code” means the Code of Conduct as described in rule 4;

“the Council” means the World Schools Debating Council as described in rule 6;

“the Development Board” means the Development Board as described in rule 8;

“the Directors” means the directors of the Charity;

“the Executive Committee” means the Executive Committee as described in rule 7;

“Host” means an individual or organisation chosen to be Host as described in rule 9;

“the Memorandum” means the memorandum of association of the Charity;

“Nation” means a nation as described in rule 10;

“the World Schools Debating Championships” means the ongoing series of debating tournaments each of which is recognised by the Charity as the World Schools Debating Championship for a particular year;

words importing one gender shall include all genders, and the singular includes the plural and vice versa.

### **2. Status of the Rules**

These Rules were adopted as Rules of the Charity by the Directors on Wednesday 20 August 2008 pursuant to Article 52 of the Articles.

## **Part Two – The Charter and The Code of Conduct**

### **3. The Charter**

3.1 The charter set out in Annex 1 to these Rules is adopted as the Charter of the World Schools Debating Championships.

3.2 The Charter is a part of these Rules and shall be amended in accordance with the requirements for amending these Rules.

3.3 Every participating team at a Championship must agree to abide by the Charter. A team will forfeit any debate in which it fails to abide by the Charter.

3.5 Every host must agree to abide by the Charter. The Council may consider the failure of a host to abide by the Charter and take such action as it sees fit.

#### **4. The Code of Conduct**

4.1 The Code of Conduct set out in Annex 2 to these Rules is adopted as the code of conduct of the World Schools Debating Championships.

4.2 The Code is a part of these Rules and shall be amended in accordance with the requirements for amending these Rules.

4.3 Each participant at a Championship shall agree to abide by the Code of Conduct and shall indicate that agreement in writing prior to the Championship as specified in the Code of Conduct

### **Part Three – The Charity**

#### **5. Membership**

5.1 There shall be four classes of membership of the Charity:

5.1.1 full members;

5.1.2 ordinary members;

5.1.3 associate members; and

5.1.4 life members.

5.2 Subject always to the contents of these Rules and the provisions of the Articles, the directors shall be empowered in their sole discretion:

5.2.1 to determine the class of membership of each new member; and

5.2.2 to reclassify a member from one class of membership to another.

5.3 Full members shall be entitled to receive notice of and to attend any general meeting of the Charity. They shall be entitled to vote on all matters to be determined at such a general meeting. No other class of member shall have the right to elect Directors as provided for under article 28 of the Articles, nor vote on changes to these Rules as provided for under article 52.3 of the Articles.

5.4 Ordinary members shall be eligible to receive notice of and to attend any general meeting of the Charity. They shall be able to vote on all matters at such a general meeting except the election of Directors as provided for under article 28 of the Articles and changes to these Rules as provided for under article 52.3 of the Articles.

5.5 Associate members shall not be eligible to receive notice of or to attend any general meeting of the Charity.

5.6 Life members shall not be eligible to receive notice of or to attend any general meeting of the Charity.

5.7 The Directors may charge such reasonable membership fee (as the Directors in their sole discretion shall determine) to any applicant whom the Directors determine will be registered as an associate member. The Directors may not charge a membership fee to members of any other class of membership.

5.8 Life members shall be invited to submit an application by ordinary resolution of the World Schools Debating Council and on submission of that application to the Directors shall automatically be granted membership.

5.9 The Directors shall at all times maintain a register of the members of each class of members of the Charity.

## **6. The World Schools Debating Council**

6.1 There shall be a World Schools Debating Council comprising all of the full members and the ordinary members.

6.2 The Directors shall restrict the membership of the class of full members and the class of ordinary members such that each Nation eligible to enter a Championship is represented by no more than one member of the Council.

6.3. Applications to be full members or ordinary members must be made to the Directors. The Directors shall at all times have the discretion to reject applications for membership if they consider such action to be in the best interests of the representation of a Nation's debating community.

6.4 Subject to rule 6.3, where a Nation has a national or regional debating organisation that is sponsoring the Nation's team at the Championships, that body shall select that Nation's member.

6.5 Notwithstanding any other rule, the Directors may terminate or reclassify the membership of any full member or ordinary member in the manner described in article 4 of the Articles if they reasonably believe that a change in the Council's membership would be in the best interests of the representation of that Nation's debating community.

6.6 Immediately before any meeting or vote of the Worlds Schools Debating Council, the Directors shall admit new members and/or reclassify existing members such that the class of full members comprises only those members whose Nation's team has participated in no fewer than two of the three Championships immediately preceding the meeting or vote (excluding any championship in progress at the time of the meeting or vote).

6.7 The Council shall meet at least once at each Championship. Subject to the requirements of the Articles, a meeting of the Council may also constitute a general meeting of the Charity. The Council shall also meet between Championships where necessary to resolve any matters within its purview.

6.8 Meetings of the Council are empowered to determine:

6.8.1 The venue and dates for forthcoming Championships, subject to Rule 19.

6.8.2 any amendments to be made to these Rules; and

6.8.3 any other matters that a majority of the meeting thinks necessary.

6.9 When the Council meets to consider a dispute between two or more members or between a member and the Executive Committee, all members directly affected by the dispute may not vote on resolution connected with the dispute. The Directors shall be empowered to determine whether or not a member is "directly affected by the dispute".

6.10 A quorum for any Council meeting is the greater of:

6.10.1 two members entitled to vote upon the business to be conducted at the meeting; and

- 6.10.2 one quarter of the total number of the full members and the ordinary members,  
provided that the authorised representative of a member organisation shall be counted in the quorum.
- 6.11 The procedures for chairing meetings of the Council are described in article 12 of the Articles. Subject to the provisions of Article 12.4 of the Articles, if no Director is present and willing to chair the meeting it shall be chaired by the Chairman of the Executive Committee.
- 6.12 The procedures for taking votes and passing resolutions of the Council shall be as described in articles 14 – 16 of the Articles. Apart from amendments to these Rules and the election of Directors, a resolution of the Council is passed by a majority of those present and voting.
- 6.13 Motions to amend these Rules or the Articles must either be proposed by the Directors, the Executive Committee, or proposed and seconded by two members of the Council. The Directors, the Executive Committee or the proposing member (as the case may be) must notify members of the Council of such a motion at least one month in advance of the meeting of the Council.
- 6.14 At a Council meeting, a resolution to amend these Rules shall be passed by a two-thirds majority of those full members present and entitled to vote according to the Rules.
- 6.15 A resolution to amend these Rules may be passed by postal ballot (including post, fax or e-mail) between two Championships with the following conditions:
- 6.15.1 all full members are notified of the resolution no later than one month prior to the holding of the ballot;
- 6.15.2 all ordinary members present at the previous Championship are notified of the resolutions no later than one month prior to the holding of the ballot and invited to give official comments.
- 6.15.3 a two-thirds majority of the full members vote in favour of the resolution; and
- 6.15.4 the postal ballot is completed at least two months prior to the scheduled start of the next Championships.

## **7. The Executive Committee**

- 7.1 There shall be an Executive Committee of the World Schools Debating Championships.
- 7.2.1 The members of the Executive Committee are:
- 7.2.1 a Chairperson elected by the Council;
- 7.2.3 a Vice-Chairperson elected by the Council;
- 7.2.4 a Secretary elected by the Council;
- 7.2.5 six members, elected by the Council.
- 7.3 The elected members shall hold office from the Council Meeting at which they are elected until the following Council Meeting.

- 7.4 No person shall serve in any one of the capacities of Chairperson, Vice-Chairperson or Secretary of the Executive Committee for more than five consecutive terms of office.
- 7.5.1 The Executive Committee shall be responsible for action in all areas concerning the Championships falling outside the responsibilities of the Host, and will focus on key issues through its working groups.
- 7.5.2 The Chairperson shall determine which areas each working group shall focus on and which of the elected members shall chair each working group.
- 7.5.3 If the Council feels that there is a particular area which needs attention, it may mandate the Chairperson to establish a working group to focus on this area.
- 7.6 The Executive Committee may provide direction and interpretation of the Rules to the Directors or Host of the current or future Championships as and when required. In case of dispute, appeal may be made to the World Council.
- 7.7 The Executive Committee must make biannual written reports to the World Council.

## **8. The Development Board**

- 8.1 There shall be a Development Board for the Charity.
- 8.2.1 The Development Board shall include at all times at least one Director.
- 8.2.2 The Development Board shall be chaired by a Director.
- 8.2.3 If more than one Director is a member of the Development Board, the members shall themselves choose which of them is to act as Chairman.
- 8.3.1 All directors shall be entitled to become members of the Development Board.
- 8.3.2 Any individual may be invited to join the Development Board by the Directors.
- 8.4.1 The Development Board shall be responsible for action in all areas concerning the Charity falling outside the responsibilities of the Executive Committee and individual Convenors; including, but not limited to, the creation and maintenance of an alumni programme; fundraising efforts; management of funds, investments, property and staff; and legal issues.
- 8.4.2 The Directors may from time to time choose to delegate any of their powers as described in the Memorandum to the Development Board.

## **Part Four – Hosts and Nations**

### **9. The Host**

- 9.1.1 There shall be a Host for each debating tournament considered by the Charity to be a World Schools Debating Championship.
- 9.1.2 Hosts must be organisations with legal personality.
- 9.2 Organisations may apply to the Council to be chosen as the Host for a Championship for a particular year.
- 9.2.1 An organisation bidding to host a Championship, must submit to the Council no later than one month prior to the date upon which the Annual General Meeting is to decide

the date and venue of the said Championship a written document containing the following details:

- a) the name of the Convenor;
- b) the names and places of residence of the organising committee, together with a brief description or list of the committee members' respective roles and functions, administrative and debating experience;
- c) the name of the proposed Chief Adjudicator or Adjudicators and his, her or their curriculum vitae;
- d) the name of the organisation that proposes to host the organisation and its legal status;
- e) the proposed dates and whether the approval of the Council is needed to make an exception to the rules on dates of hosting;
- f) a proposed schedule;
- g) proposed recreational activities for the participants;
- h) draft budget;
- i) a list of the proposed venue(s);
- j) details of the proposed accommodation, including the name of the hotel or hostel or other accommodation, and details as to its proximity to a shopping centre, recreational facilities and public transport;
- k) whether the organisation requires sponsorship in order to host the Championship and if so, the name of the sponsor(s) and a letter from the sponsor(s) pledging support;
- l) the name of at least one secondary school organisation or at least one school which is prepared to support the bid, with a letter from that organisation and/or school pledging support;
- m) whether the organisation has obtained support from a local council, regional or national government, or ministry and if so, a letter of support from the said local council, regional or national government or ministry;
- n) a brief synopsis of school debating in the region where the championships will be held, including whether debating is in English, whether the students understand English and the nature, type, age and numbers of audience members that are likely to be present.

- 9.2.2 If, between the time the Council approves an organisation's bid to be the host of the Championship and the time of the commencement of the Championship, there are changes to any of the items referred to in rule 9.2.1 the Host shall notify the Charity in writing as soon as possible and in any case no later than 14 days after such a change has occurred.
- 9.3.1 If chosen, the Host has the right to call their debating tournament the World Schools Debating Championship for the year in which it is held.
- 9.3.2 If chosen, Hosts must ensure that their debating tournament complies with these Rules, including the Charter.
- 9.4.1 Hosts are solely responsible for the organisation and management of a particular championship, including raising funds, arranging venues, food, accommodation and liability insurance, registering participants and distributing information.
- 9.4.2 At the end of a tournament, Hosts must make a report to the Council.
- 9.5 The officers of the Charity may from time to time request information from a Host. This implies neither an oversight role nor responsibility to act on that information.
- 9.6 If a Host does not comply with these Rules, including the Charter, or if the Council so chooses for any other reason, the Charity may withdraw from a Host the right to call their debating tournament the World Schools Debating Championship for a particular year.

## **10. Nations**

- 10.1 For the purposes of representation on the World Schools Debating Council, and of entry of teams into a Championship, all full and ordinary members and all participants and coaches at a Championship are considered to be attached to a nation as described in rule 10.4.1.
- 10.1.2 A nation may only be represented by one team at a Championship.
- 10.1.3 In the event of a dispute as to who shall be considered a nation's representative team the Directors will decide who is to be considered eligible to participate.
- 10.2 It is the responsibility of the Directors to record in the register of members to what nation a full or ordinary member is attached.
- 10.2.1 It is the responsibility of the Host to ensure that all participating teams in a Championship represent an eligible nation.
- 10.3 For the purposes of these Rules a nation must be either:
- 10.3.1 a member state of the United Nations; or
- 10.3.2 recognised under rule 10.4 or 10.5.
- 10.4.1 A territory may be considered a nation under these Rules if:
- 10.4.2 it is eligible to enter teams in competitions organised by at least two of these organisations:  
(a) the Fédération Internationale de Football Association;  
(b) the International Olympic Committee;  
(c) the Commonwealth Games Federation; and  
(d) the International Rugby Board;  
or
- 10.4.3 a two-thirds majority of the World Schools Debating Council agrees.
- 10.4.4 Where the name under which a team considered eligible to enter by these Rules may compete and the flag or symbol it may use are not unanimously agreed upon by the four organisations named in rule 10.4.2, the Executive must determine under what name the nation's team may compete and the flag or symbol that it may use.
- 10.5 Two or more territories may be considered a single nation under these Rules if a two-thirds majority of the World Schools Debating Council agrees. The Council's approval must set out the name under which that nation's team may compete and the flag or symbol that it may use.
- 10.6 If:
- 10.6.1 a territory's status changes immediately before a Championship; and
- 10.6.2 that territory asks to be considered a nation under these Rules, but it does not meet the criteria set out in rule 10.3.1 or rule 10.4.2; and
- 10.6.3 the Executive Committee of the World Schools Debating Council does not consider it feasible to seek the Council's consent under rule 10.4.3 before that Championship,
- then the Executive Committee may declare that the territory is a nation for the purposes of these Rules for that Championship only.

- 10.6.4 The Executive Committee must consider the organisational needs of the territory and the Host when making any declaration of a nation's eligibility.
- 10.7 The World Schools Debating Council must resolve any disputes about eligibility. If the Executive Committee declares that a territory is a nation under rule 10.6, the Council may decide later that the territory is not a nation under these Rules.
- 10.7.1 Notwithstanding rule 10.7, the Council may not disqualify that territory from fully participating in the single Championship allowed by the Executive Committee.

## **ANNEX 1**

### **THE CHARTER OF THE WORLD SCHOOLS DEBATING CHAMPIONSHIPS**

**The aims of the World Schools Debating Championships are:**

- To achieve excellence in debating
- To encourage debating throughout the world
- To promote international understanding
- To promote free speech

**In order to further these aims, all participating nations agree that:**

- The team of any participating nation may be required to debate any issue
- The team of any participating nation may be required to debate against the team of any other participating nation
- The team of any participating nation is entitled to take part in the Championships on the same basis as any other participating nation's team

## ANNEX 2

### CODE OF CONDUCT FOR THE WORLD SCHOOLS DEBATING CHAMPIONSHIPS

#### 1. Introduction

##### 1.1 Purpose of the Code of Conduct

The World Schools Debating Championships brings together participants from around the world to compete in a short, intensive debating event. Normally the participants stay together in one host venue, engage in debates at several different host schools during the event, and attend a variety of tours or social events together.

In this environment, it is very important that all the participants have a common understanding of the standards of behaviour expected of them in order to maintain a safe and enjoyable event for everyone involved. The purpose of this Code of Conduct is thus to help maintain a pleasant, safe and healthy environment for all participants in each Championship.

##### 1.2 To whom does the Code of Conduct apply?

This Code of Conduct shall apply to the following participants in the Championship:

- (a) debaters
- (b) team coaches
- (c) team managers
- (d) adjudicators (including shadow adjudicators)
- (e) registered observers
- (f) individuals assigned other roles by the host organising committee.

##### 1.3 All participants must agree to abide by this Code of Conduct

(a) Before the start of each Championship, all participants shall sign the undertaking at the conclusion of this Code of Conduct that they will abide by this Code of Conduct for the duration of the tournament.

(b) At least one parent or guardian of every debater attending the Championship shall also sign the undertaking.

(c) No participant shall be allowed to be involved in the Championship event unless:

- (i) he/she has signed such an undertaking
- (ii) in the case of a participant who is a debater, one parent or guardian has signed the undertaking.

##### 1.4 Who is responsible for ensuring compliance with the Code of Conduct during the Championship?

(a) All participants shall ensure that they comply with the Code of Conduct for the duration of the Championship.

(b) In addition, each nation which sends a team to the Championship shall appoint a coach, an adjudicator or a registered observer to serve as the team manager as defined in Rule 4A

of the Rules and who shall be responsible for ensuring that the debaters comply with the Code of Conduct for the duration of the Championship.

(c) The team manager shall:

(i) attend the Championship; and

(ii) be at least 19 years of age; and

(iii) be deemed legally an adult or have attained the age of majority in both the host nation and in the nation the team represents.

(d) No team of debaters shall be allowed to participate in the Championship unless such a person is appointed.

### 1.5 What do the terms in this Code of Conduct mean?

Most of the terms used in this Code of Conduct should be self-explanatory. However, to be clear:

(a) “**Age of majority**” means the age at which an individual becomes an adult as specified by either the United Nations Convention on the Rights of the Child or the legislation of the host nation, whichever is the older age

(b) “**Championship**” means the World Schools Debating Championship in which the people listed in paragraph 1.2 are participating

(c) “**complainant**” means a person who has complained about a breach of the Code of Conduct

(d) “**host**” means the organising committee of the country which is hosting the Championship for that year

(e) “**laws of the host country**” include the law of the state or region within the host country in which the championship is being held, as well as the host country’s national law

(f) “**nation**” is as defined in rule 10 of the Rules of the World Schools Debating Championships

(g) “**sexual harassment**” means any unwanted, unwelcome or uninvited behaviour of a sexual nature which makes a person feel humiliated, intimidated or offended. Sexual harassment can take on many different forms and may include physical contact, verbal comments, jokes, propositions, the display of offensive material or other behaviour which creates a sexually hostile environment. Examples of sexual harassment include but are not limited to uninvited touching, smutty jokes or comments, sex-based insults, repeated invitations to go out after prior refusal, persistent insinuations about a person’s private life. Sexual harassment is not behaviour which is consensual, welcome and reciprocated but for the purposes of the Championships does also include behaviour specified in paragraph 2.4.

(h) “**start of the Championship**” means the commencement of the first formal event or function of the Championship

## **The Code of Conduct**

### **2. What is expected of participants?**

#### **2.1 What participants must do**

During the championship, all participants must:

(a) behave in a respectful and courteous manner towards other participants in the event, guests and sponsors of the championship, and members of the public attending championship events

(b) abide by the laws of the host nation

(c) abide by any rules, guidelines and restrictions set by the host organising committee to keep the event regulated and ensure the safety of participants.

#### **2.2 What participants must not do**

During the championships, participants must not:

(a) make insulting comments, jokes, insults, or insinuations about another person's culture, race, religion, gender or sexual orientation or which may be construed as being derogatory or as harassment, whether in the presence of that person or in any other forum in which the person may not be present.

(b) stalk or physically harass another individual

(c) engage in any form of violence or threats of violence

(d) engage in any form of sexual harassment [as defined in paragraphs 1.5 (d) and 2.4]

(e) take or use other people's property without permission

(f) intentionally cause damage to the property of other individuals or of any host venues

(g) consume any substance which they are not legally entitled to consume in the host country, or supply any such substances to others

(h) consume or be under the influence of alcohol or drugs in a way which may bring the championships into disrepute.

#### **2.3 Behaviour during debates**

(a) Participants in the Championship, especially coaches and debaters, must not confront adjudicators in an aggressive manner after a debate.

(b) Feedback between teams and adjudicators must be given and received in a constructive and non-confrontational manner.

#### **2.4 Relationships**

Any romantic or sexually-based relationship during the Championship between a debater and an adult acting as a coach, adjudicator, shadow adjudicator, team manager, observer or in any other capacity will not be tolerated and shall be treated as sexual harassment regardless of intention or apparent consent.

## **Enforcement of the Code of Conduct**

### **3. What happens if a participant breaches the Code of Conduct?**

#### **3.1 Breaches can be reported to a Complaints Officer**

If a participant believes that another participant has breached this Code of Conduct, s/he may report the breach to an appointed Complaints Officer.

#### **3.2 Who are the Complaints Officers?**

Before each championship, the Convenor shall nominate two Complaints Officers – one male and one female. The nominations for Complaints Officers must be approved by:

- (a) the World Schools Debating Council at its meeting at the previous year, or
- (b) the World Schools Debating Council Executive Committee at least 90 days before the Championship begins, if the nomination was not approved at the previous meeting of the Council.

#### **3.3 What will the Complaints Officers do?**

Each Complaints Officer shall be responsible for:

- (a) being available to participants to receive complaints about breaches of this Code of Conduct
- (b) investigating complaints
- (c) supporting the complainant appropriately, which could include referring him/her to:
  - (i) a counsellor
  - (ii) a doctor
  - (iii) a lawyer
  - (iv) the police
  - (v) their parents
  - (vi) an adult member of their family or contingent.

#### **3.4 Complaints Officers can deal with some complaints themselves**

If the Complaints Officer considers it appropriate, they may discuss the complaint with the complainant and the person about whom the complaint has been made to try to resolve the matter by mediation so that both parties are satisfied with the outcome of the matter.

#### **3.5 Complaints Officers can refer complaints to the Complaints Committee**

- (a) A Complaints Officer may refer a complaint to the Complaints Committee. Such a referral must be submitted in writing to the Chairperson of the Complaints Committee.
- (b) Complaints of the following nature must be referred to the Complaints Committee:
  - (i) any form of violence or threat of violence
  - (ii) sexual harassment

- (iii) stalking or physical harassment
- (iv) the consumption or supply of substances which are illegal in the host country
- (v) a participant's being under the influence of alcohol or drugs in a manner which has brought or threatens to bring the Championship into disrepute
- (vi) any form of inappropriate relationship between a debater and any other participant
- (vii) wilful damage to public property or the property of a host venue.

#### **4. What happens if a complaint is referred to the Complaints Committee?**

##### **4.1 Who forms the Complaints Committee?**

- (a) Every championship shall have a Complaints Committee comprising
  - (i) at least three members; and
  - (ii) at least one person of each gender; and
  - (iii) at least one but no more than two members from the host nation; and
  - (iv) neither of the Complaints Officers who have been approved for the same Championship as the Complaints Committee.
- (b) The members of the Complaints Committee shall be approved by:
  - (i) the World Schools Debating Council at its meeting at the previous year, or
  - (ii) by the World Schools Debating Council Executive Committee at least 90 days before the championship begins if the nomination was not approved at the previous meeting of the Council.
- (c) The Complaints Committee shall appoint one of its members to serve as Chairperson by the start of each Championship at which it will operate.
- (d) Subject to paragraph 4.1 (b), each member of the Complaints Committee shall serve until such time as a replacement is appointed.

##### **4.2 When must the Complaints Committee meet?**

- (a) The Complaints Committee's Chairperson shall convene a committee meeting:
  - (i) if a Complaints Officer refers a complaint to them in writing
  - (ii) if the Complaints Committee otherwise considers it appropriate.
- (b) The Complaints Committee shall convene a meeting within 24 hours of receiving a complaint in accordance with paragraph 4.2 (a) above.

##### **4.3 What can the Complaints Committee do?**

- (a) At a meeting to discuss a complaint, the Complaints Committee may:
  - (i) decide to take no further action

(ii) make a decision about the complaint without a hearing (but it may not suspend or expel the person complained about without a hearing) or

(iii) hold a hearing about the complaint.

(b) Regardless of which option it takes, the Complaints Committee may also refer the complaint to the host country's relevant authorities (such as the police) if it considers that this is appropriate.

#### **4.4 What are the rights of a person complained about at a hearing?**

If the Complaints Committee holds a hearing, the person complained about must:

(a) be told what the complaint is about

(b) be told the date and time of the hearing

(c) be allowed to participate in the hearing and to be heard

(d) be allowed to bring a person of their choice with them to the meeting with whom s/he may confer before and during the hearing

(e) be allowed to remain silent during the hearing if s/he so chooses

(f) be allowed not to attend the hearing if s/he so chooses.

#### **4.5 A person complained about who is not legally an adult in the host country shall have special protection and assistance**

(a) If the Complaints Committee holds a hearing and the person complained about is not legally an adult in the host country, the Complaints Committee shall:

(i) ensure that the person complained about fully understands his/her rights as set out in paragraph 4.4 above before the hearing begins

(ii) ensure that an adult chosen by the person complained about attends the hearing to support the person complained

(iii) if the person complained about is unable to choose an adult to attend with him or her, select an adult to take on this role.

(b) The adult chosen in accordance with paragraph 4.5(a) shall attend the hearing and shall be able to speak on behalf of the person complained about at the hearing.

#### **4.6 Hearings are confidential**

Until the Complaints Committee makes a decision about a complaint, details of the complaint and the hearing shall be kept confidential and shall be discussed only with the people participating in the hearing.

#### **4.7 What can the Complaints Committee do without a hearing?**

If the Complaints Committee reaches a decision about a complaint without a hearing, it may:

(a) dismiss the complaint, or

(b) uphold it and:

(i) take no action

(ii) counsel the person complained about

(iii) warn the person complained about.

#### **4.8 What can the Complaints Committee do at the conclusion of a hearing?**

If the Complaints Committee holds a hearing, it may:

(a) dismiss the complaint, or

(b) uphold it and:

(i) take no action

(ii) counsel the person complained about

(iii) warn the person complained about

(iv) suspend the person complained about from the Championship for as long as it thinks appropriate

(v) expel the respondent from the Championship

(vi) ban the person complained about from all future Championships or a specified number of future Championships.

#### **4.9 What the Complaints Committee can consider at a hearing.**

The Complaints Committee shall inform itself at a hearing and generally as to evidence and facts in its absolute discretion and as it sees fit, subject to this Code of Conduct.

#### **4.10 The Complaints Committee's decision is final**

The Complaints Committee's decision shall be final. The person complained about is not able to appeal it, but where the person complained about has been expelled for longer than the next Championship he or she can apply for readmittance in accordance with paragraph 6 below.

### **5. Who must be told about the Complaints Committee's decision?**

#### **5.1 Where there has been no hearing**

Where a complaint has been decided without a hearing, the Chairperson of the Complaints Committee must give a written copy of the decision to:

(a) the complainant

(b) the Complaints Officer who referred the complaint

(c) the Convenor

(d) the person complained about

(e) where the person complained about is a debater, the team manager.

## **5.2 Where there has been a hearing**

Where a complaint has led to a hearing, the Chairperson of the Complaints Committee must give a written copy of the decision to:

- (a) the people mentioned above in paragraph 5.1 (“Where there has been no hearing”)
- (b) the parent or guardian of a person complained about, if that person is a debater and not an adult according to the laws of his/her home nation
- (c) the Chief Adjudicator, if the complaint has been about an adjudicator.

## **5.3 Where a hearing has led to a suspension or expulsion**

Where a complaint has led to a suspension or expulsion, the Chairperson of the Complaints Committee must give a written copy of the decision to:

- (a) the people mentioned above in paragraph 5.2 (“Where there has been a hearing”)
- (b) the World Schools Debating Council Executive Committee through that Executive Committee’s Chairperson
- (c) the Convenor and Chief Adjudicator of the following year’s championship.

## **5.4 Where the person complained about is expelled from future Championships**

(a) Where the person complained about is expelled from all or any future Championships, the Secretary of the World Schools Debating Council Executive Committee shall ensure that a copy of the Complaints Committee’s written decision is kept on file.

(b) The person complained about shall have the right to apply to be readmitted in accordance with paragraph 6 below.

## **5.5 Limitation on disclosing Complaints Committee decision**

The written decision of the Complaints Committee shall not be disclosed, published, produced, copied, or otherwise communicated to people other than those specified in 5.1 to 5.4 above unless:

- (a) The complainant and the person complained about agree; or
- (b) Disclosure of the Complaints Committee’s written decision is required by the law which applies in the home nation of the person complained about and/or in the host nation in which the complaint arose.

## **6 What are the rights of a person who is suspended or expelled?**

### **6.1 A young person must be looked after**

Where the Complaints Committee decision has led to a suspension or expulsion and the person suspended or expelled is not legally an adult in the host country, the Complaints Committee, in conjunction with the Convenor, shall take all reasonable steps to ensure that the person suspended or expelled is able to make satisfactory arrangements for:

- (a) accommodation and meals for the duration of his/her suspension or until he/she is able to return to his/her home country
- (b) returning to his/her home country if he/she has been expelled from the Championship.

## **6.2 Where a person has been expelled for longer than the next Championship**

(a) Where the Complaints Committee's decision has led to an expulsion and the person complained about has been expelled for longer than the next Championship, the person complained about may, after the conclusion of the following Championship, apply in writing to the Chairperson of the World Schools Debating Council Executive Committee to be readmitted as a participant at future Championships.

(b) If the Chairperson of the World Schools Debating Council Executive Committee receives an application by such a person to be readmitted ("the applicant"):

(i) the application shall be forwarded to the Chairperson of the Complaints Committee as soon as possible

(ii) the Chairperson of the Complaints Committee shall discuss the application with the other members of the Complaints Committee, and the Complaints Committee shall make a decision whether to grant or decline the application within 90 days of receiving the application.

## **6.3 What is the process for a hearing on the application for readmittance?**

The process for a hearing on the application is:

(a) the Complaints Committee shall either hold a hearing in person (if practical), or shall discuss the issue by telephone, video link, e-mail or in writing, depending on constraints of cost, time and the distance between the parties

(b) the person applying for reinstatement ("the applicant") shall be invited to submit statements in writing in support of the application to be readmitted, and may additionally be asked to submit answers to specific questions by the Complaints Committee

(c) the Complaints Committee shall determine who, apart from the applicant the applicant and such persons as the applicant may decide, may be asked to submit written statements regarding the applicant. These may include:

(i) referees about the applicant's character or change of circumstances

(ii) the Complaints Officer who received the original complaint

(iii) the original complainant

(iv) a current Complaints Officer.

(d) the Complaints Committee shall inform itself at a hearing about the application and generally as to evidence and facts in its absolute discretion and as it sees fit, subject to this Code of Conduct.

## **6.4 Hearings about the application are confidential**

Until the Complaints Committee makes a decision about the application for readmittance, details of the application and the hearing shall be kept confidential and shall be discussed only with the people participating in the hearing.

### **6.5 What must the Complaints Committee do to decide on the application?**

(a) The Complaints Committee must make a decision about the application by:

- (i) declining the application, or
- (ii) readmitting the applicant subject to any conditions the committee thinks fit, or
- (iii) readmitting the applicant without any conditions.

(b) After making a decision about the application, the Complaints Committee must send a written copy of its decision to:

- (i) the applicant
- (ii) the current Complaints Officers
- (iii) the World Schools Debating Council Executive Committee, through that Executive Committee's Chairperson
- (iv) the Convenor and Chief Adjudicator of the following Championship
- (v) the person who made the original complaint about the applicant.

### **6.6 Limitation on disclosing Complaints Committee decision about the application**

The written decision of the Complaints Committee shall not be disclosed, published, produced, copied, or otherwise communicated to people other than those specified in paragraph 6.5 unless:

(a) The applicant agrees; or

(b) Disclosure of the Complaints Committee's written decision is required by the law which applies in the home nation of the applicant and/or in the host nation in which the breach of this Code of Conduct occurred.

### **6.7 The Complaints Committee's decision about the application is final**

The Complaints Committee's decision on the application shall be final. The applicant is not able to appeal it but s/he can apply again for readmittance or for the removal of any conditions imposed on readmittance 6 months or more following the decision on the application. The new application must also be made according to paragraph 6.

**7. Undertaking required to be signed prior to the commencement of the Championship**

**Undertaking by all those participating in the World Schools Debating Championship**

I \_\_\_\_\_ undertake that:

- (a) I have read and understood the Code of Conduct above and
- (b) I will abide by the Code of Conduct for the duration of the \_\_\_\_\_ World Schools Debating Championship

Signed ..... Dated.....

**Undertaking by parent or guardian of debater(s) participating in the Championship**

I \_\_\_\_\_ undertake that:

- (a) I am a parent/guardian of \_\_\_\_\_ who is a debater participating in the \_\_\_\_\_ World Schools Debating Championship
- (b) I have read and understood the Code of Conduct above
- (c) I have explained the Code of Conduct to the above debater
- (d) I have instructed the above debater that I expect and require the debater to abide by the Code of Conduct
- (e) the debater has confirmed to me that s/he will abide by the Code of Conduct.

Signed ..... Dated.....