

CHELMSFORD HOCKEY CLUB JUNIOR SECTION

CODE OF CONDUCT FOR VOLUNTEERS

What does Good Practice mean?

- Always put the welfare of the junior player first, before winning or achieving goals.
- Treat all young players equally, and with respect and dignity.
- · Keep relationships balanced, built on mutual trust.
- Prevent intimate and sexual relationships developing between adults and young players.
- Promote fair play and ensure their hockey is fun and enjoyable.
- · Be a good role model.
- Give enthusiastic and constructive feedback rather than negative criticism.
- Recognise the developmental needs and capacity of the young players.

How do you protect yourself?

- Avoid being alone with a child, in a car or in changing rooms and never take a child back to your home when alone.
- Involve parents and guardians when making arrangements where appropriate.
- Avoid sexually suggestive language.

What do you do if a young player discloses something that causes you to be concerned by their safety or welfare?

If you are worried, remember it is not your responsibility to decide if abuse is taking place but it is your responsibility to act on your concerns and *do* something about it.

If a junior member of the club tells you about someone's behavior (an adult or another young person) which s/he finds disturbing always:

- Stay calm and reassure the person, ensure s/he is safe.
- Listen carefully to what they say, and show them you are taking them seriously.
- Be honest and explain you have to tell someone else to help stop the behavior that is distressing.
- Complete the Incident Disclosure Form as soon as possible to ensure an accurate account of what they said.
- Maintain confidentiality only share the information on a need to know basis and if it will help the young person. Ensure the Club Welfare Officer is informed and that the Lead Coach forwards the written report to Social Services.

The contact details for the club's Welfare Officer are: Kath MacDonald (H) 01376 571439 (M) 07789 265809

NSPCC: 0808 800 5000

Junior Section Handbook section 2.2.6 version 1.1 Sep 2014 Ground: Chelmer Park, Beehive Lane, Galleywood, Chelmsford, CM2 8RL. Tel 01245 250189

Guidelines for Volunteer Responsible Adults (VRAs)

Monday or Tuesday evenings and Sunday mornings.

- Register to be taken of junior members training on Monday or Tuesday evenings and Sunday mornings.
- Junior members are not to go to the pavilion toilets in groups less than two when dark. They must tell one of the VRA's that they are going.

A first aid kit must be available at all training sessions and games.

The Junior Membership Secretary gives each parent an information pack when they register their child with the club. It explains that the club dues not have specific insurance for transport and that it is the parent's responsibility when they accept the offer of a lift to a game for their child. In order to minimise the risk to the club's junior members the following guidelines are now laid out:

- Newly qualified drivers must have a responsible adult accompanying them in the car.
- Drivers must be aware of good practice issues, i.e. giving lifts to children alone, behaviour and use of language in the car by other passengers.
- Drivers do not drink and drive when giving junior players lifts.
- Drivers and passengers are not to smoke in cars when junior players are present.
- Drivers are to be clear about arrangements with parents and guardians regarding where and when junior members will be dropped oft
- Drivers are to ensure junior members are not left alone, especially in remote areas in the dark.
- Each junior member will be given a card to keep in his or her kit bag. The card will include contact details in case the junior member is injured and parents need to be contacted.

Junior members are not to be encouraged to drink other than soft drinks in the bar after games.

VRAs are asked by the club to ensure team members are aware of the ages of the junior members and that the behaviour in changing rooms and showers is appropriate. Please ensure junior members are not left alone in changing rooms with adults.

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Date:
Name:
Signed:
I agree to the above Code of Conduct.
Please see attached procedures for Special Incidents.
Ensure the squad folder with medical details of junior members is taken to all training sessions and games.