

# **CHEAM FIELDS CLUB CODE OF CONDUCT FOR COACHES AND VOLUNTEERS**

Coaches and volunteers involved in sport for children and young people have a great opportunity to be a positive role model and help build an individual's confidence.

Coaches and volunteers are expected to:

- Be a role model, displaying consistently high standard of behaviour. Be positive, approachable and offer praise - children learn by example. Ensure the safety of all children by providing effective supervision, proper pre-planning of coaching sessions, using safe methods at all times.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Treat all young people fairly and ensure they feel valued, respecting and listening to their opinions. Don't have favourites.
- Encourage all children to be inclusive in their behaviour; not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
- Don't allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all young people.
- Don't let any allegations of abuse of any kind or poor practice go unchallenged or unrecorded. Incidents and accidents need to be recorded and reported to the session organiser &/or the Welfare Officer and parents informed.
- Administer minor first aid in the presence of others and where required refer more serious incidents to the emergency services.
- Establish and address the additional needs of disabled participants or other vulnerable groups.
- Maintain appropriate working relationships, with proper boundaries. Do not offer lifts or take a child home. Do not spend time alone with a child in your care. Remain in public view.
- Maintain confidentiality about sensitive information.
- Do not smoke or consume alcohol during club activities or coaching sessions.

Staff and volunteers have the right to:

- Access on-going training and information on all aspects of leading/managing activities for youngsters, particularly on Safeguarding. The Club's Coach or Welfare Officer will be able to help provide resources. Visit the LTA website page 'Wellbeing in tennis – Advice for young people'.
- Support in reporting suspected abuse or poor practice.
- Access to professional support services.
- Fair and equitable treatment by the governing body/club.
- Be protected from abuse by children/youths, other adult members and parents.

Complaints against staff or volunteers should be dealt with immediately by the session organiser and reported to the Club's Welfare Officer. Serious or persistent

breach of the code will result in disciplinary action and could lead to dismissal from the club/sport. Dismissals can be appealed by the coach/volunteer with final decisions taken by the club committee or referred to the governing body depending on the disciplinary procedures within the sport.

Signature of staff member/volunteer:

Print name of staff member/volunteer:

Date:

This policy is reviewed every two years (or earlier if there is a change in national legislation).

Chairperson : Date:

Welfare Officer : Date: