

Member of Staff & Volunteer Code of Conduct



STAFF AND VOLUNTEERS CODE OF CONDUCT

Note: When we refer to 'parents' we mean parents or carers inclusively. The term 'child' or 'children' refers to any person under the age of 18 years old.

As a member of staff or volunteer taking part at our club or activity, we'd like you to:

The essentials

- Implement our safeguarding policy and procedures
- Report any concerns or allegations of abuse or poor practice to our club safeguarding officer
- Listen to any concerns that parents or young people may have
- Consider your behaviour- do not engage in any behaviour that constitutes any form of abuse
- Respect your position of trust and maintain appropriate boundaries and relationships with young people. Engaging in sexual behaviour with any child under the age of 16 is illegal
- Keep any coaching and safeguarding training up to date
- Keep children in your sessions safe by supervising appropriately, using safe methods and techniques and by putting children's safety first
- Make sure you've got appropriate staffing ratios of adult to participant before the session begins
- Ensure equipment is fit for purpose, safe to use and accessible
- Respect children's trust and rights whilst being honest and open with them
- Champion everyone's right to take part and celebrate difference in our club or by not discriminating against anyone, regardless of gender, race, sexual orientation or ability
- Stop play if injury happens, administer minor first aid and call for help when necessary
- Use constructive and positive methods of developing individual's skills, without humiliating them or harming them
- Behave appropriately online in accordance with online safety and acceptable use policy
- Challenge and address instances of poor, negative, aggressive or bullying behaviour amongst individuals
- Lead by example when it comes to good sportsmanship, positive behaviour and commitment to the sport
- Develop positive relationships with parents and catch them regularly about their child's development
- Make our club a friendly and welcoming place to be

As a member of staff or volunteer, we understand you have a right to:

- enjoy the time you spend with us and be supported in your role
- be informed of our safeguarding and reporting procedures and what you need to do if something isn't right
- have access to ongoing training in all aspects of your role



- be listened to
- be involved and contribute to decisions within the club or activity
- be respected and treated fairly by us and our governing body
- feel welcomed, valued and not judged based on your race, gender, sexuality or ability
- be protected from physical or emotional abuse from children or parents and be supported to resolve conflicts

We expect all members of staff and volunteers to follow the behaviours and requests set out in this code. If any staff member or volunteer behaves in a way which contradicts any of the points set out above, we'll address the problem straight away and aim to resolve the issue.

Continued issues and repeated breaches of this code may result in us taking disciplinary action against you with the involvement of governing bodies and ultimately your dismissal from the organisation.

Signature of staff member or volunteer:

Print name:

Signature of Manager:

Print name:

Date:

