



## CODE OF CONDUCT FOR STAFF AND VOLUNTEERS

Note: Where we refer to 'parents' we mean parents, guardians and carers inclusively. The term 'children' or 'child' describes any person under the age of 18.

### AS A MEMBER OF STAFF OR A VOLUNTEER AT OUR CLUB OR ACTIVITY, WE'D LIKE YOU TO:

- ✓ implement our safeguarding policy and procedures.
- ✓ report any concerns about or allegations of abuse or poor practice to our Safeguarding Officer.
- ✓ listen to any concerns that parents or young people might 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 18 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 a 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 by not discriminating against anyone, regardless of gender, race, sexual orientation or ability.
- ✓ stop play if an injury happens, administer minor first aid and call for help when necessary.
- ✓ use constructive and positive methods of developing children's skills, without humiliating or harming them.
- ✓ behave appropriately on line in accordance with our on line safety and acceptable use policy



- ✓ challenge and address instances of poor, negative, aggressive or bullying behaviour amongst young people.
- ✓ lead by example when it comes to good sportsmanship, positive behaviour and commitment to the sport.
- ✓ develop positive relationships with parents and catch up with them regularly about their child's development.
- ✓ make our club a friendly and welcoming place to be.

**AS A MEMBER OF OUR STAFF, WE UNDERSTAND YOU HAVE THE 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 towards 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.

**We expect all of our 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/Volunteer: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_