



Ivanhoe Runners Welfare and Safeguarding Policy – Code of Conduct



This code of conduct applies to all athletes, coaches, volunteers, parents of 16/17 year old members, and officials within the club. Please read and abide by it, and if you feel in any way that others within the club are behaving inappropriately, please contact Carolyn Osborne or Nick Rowles (Welfare Officers) as soon as possible (see bottom of this document for contact details)

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1. Code of Conduct for Athletics Clubs

As a responsible Athletics Club we will:

- Adopt national welfare policies and procedures, adhere to the codes of conduct and respond to any suspected breaches in accordance with the Welfare Procedures
- Appoint a welfare officer, preferably two, one male and one female, and ensure that they are provided with appropriate training to act as a first point of contact for concerns about welfare issues
- Liaise appropriately with parents/persons with parental responsibility, officials, coaches, sports scientists, national governing bodies and other relevant people/organisations to ensure that good practice is maintained
- Ensure that club officers and volunteers always act responsibly and set an example to others including younger members
- Respect the rights, dignity and worth of every club member and others involved in athletics and treat everyone equally.
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Challenge inappropriate behaviour and language by others
- Place the welfare and safety of the athlete above other considerations including the development of performance
- Report any suspected misconduct by club officials, coaches, technical officials or other people involved in athletics to the Club, Regional, National or UKA welfare officer as soon as possible

2. Code of Conduct for Coaches and Volunteers

As a responsible athletics Coach/Volunteer you will:

- Respect the rights, dignity and worth of every athlete and others involved in athletics and treat everyone equally.
- Place the welfare and safety of the athlete above the development of performance
- Ensure that activities you direct or guide are appropriate for the age, maturity, experience and ability of the individual athlete
- Try to observe a recommended maximum ratio of 1 coach to 12 athletes at a training session or work in partnership with another coach/coaching assistant
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Encourage and guide athletes to accept responsibility for their own performance and behaviour
- Develop appropriate working relationships with athletes based on mutual trust and respect, especially with those athletes under 18 years or vulnerable adults
- You **MUST NOT** allow an intimate personal relationship to develop between yourself and any athlete aged under **18 years**
- Act with dignity and display courtesy and good manners towards others
- Avoid swearing and abusive language and irresponsible behaviour including behaviour that is dangerous to yourself or others, acts of violence, bullying, harassment and physical and sexual abuse
- Challenge inappropriate behaviour and language by others

- Be aware that your attitude and behaviour directly affects the behaviour of athletes under your supervision
- Never engage in any inappropriate or illegal behaviour
- Avoid destructive behaviour and leave athletics venues as you find them
- Not carry or consume alcohol to excess and/or illegal substances.
- Avoid carrying any items that could be dangerous to yourself or others excluding athletics equipment used in the course of your athletics activity

In addition, coaches/volunteers should follow these guidelines on best coaching practice, in particular with young athletes or with vulnerable adults:

- Avoid critical language or actions, such as sarcasm which could undermine an athlete's self esteem
- Avoid spending time alone with young athletes unless clearly in the view of others to protect both yourself and the young athlete. In special circumstances, for example when coaching elite young athletes, one to one coaching sessions may form part of the required training schedule. In this circumstance, parental/guardian consent must be sought and obtained prior to sessions taking place. The coach must inform the parent/guardian of the venue for training and an emergency contact number should be provided by both the coach and parent/guardian.
- Avoid taking young athletes alone in your car
- Never invite a young athlete alone into your home
- Always explain why and ask for consent before touching an athlete
- Ensure that parents/carers know and have given consent before taking a young athlete away from the usual training venue
- Report any accidental injury, distress, misunderstanding or misinterpretation to the parents/carers and club Welfare officer as soon as possible.
- Report any suspected misconduct by other coaches or other people involved in athletics to the Club, Regional, National or UKA welfare officer as soon as possible

3. Code of Conduct for Athletes/members

As a responsible athlete/member you will:

- Respect the rights, dignity and worth of every athlete, coach, technical official and others involved in athletics and treat everyone equally.
- Uphold the same values of sportsmanship off the field as you do when engaged in athletics
- Cooperate fully with others involved in the sport such as coaches, technical officials, team managers, doctors, physiotherapists, sport scientists and representatives of the governing body in the best interests of the yourself and other athletes
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Anticipate and be responsible for your own needs including being organised, having the appropriate equipment and being on time
- Always thank the coaches and officials who enable you to participate in athletics

As a responsible Athlete, when participating in or attending any athletics activities, including training/coaching sessions and competition events you will:

- Act with dignity and display courtesy and good manners towards others

- Avoid swearing and abusive language and irresponsible behaviour including behaviour that is dangerous to yourself or others, acts of violence, bullying, harassment and physical and sexual abuse
- Challenge inappropriate behaviour and language by others
- Never engage in any inappropriate or illegal behaviour
- Avoid destructive behaviour and leave athletics venues as you find them
- Not carry or consume alcohol to excess and/or illegal substances.
- Avoid carrying any items that could be dangerous to yourself or others excluding athletics equipment used in the course of your athletics activity

In addition, athletes, especially young athletes and vulnerable adults, should follow these guidelines on safe participation in athletics

- Notify a responsible adult if you have to go somewhere (why, where and when you will return)
- Do not respond if someone seeks private information unrelated to athletics such as personal information, home life information
- Strictly maintain boundaries between friendship and intimacy with a coach or technical official
- Never accept lifts in cars or invitations into homes on your own without the prior knowledge and consent of your parent/carer
- Use safe transport or travel arrangements
- Report any accidental injury, distress, misunderstanding or misinterpretation to your parents/carers and club Welfare officer as soon as possible.
- Report any suspected misconduct by coaches or other people involved in athletics to the club welfare officer as soon as possible

4. Code of Conduct for parents/people with parental responsibility

As a responsible parent/person with parental responsibility or other supporter you will:

- Respect the rights, dignity and worth of every athlete, coach, technical official and others involved in athletics and treat everyone equally
- Cooperate fully with others involved in the sport such as coaches, technical officials, team managers, doctors, physiotherapists, sport scientists and representatives of the governing body in the best interests of the athlete
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Never place undue pressure on children to perform, participate or compete
- Check out the qualifications and licences of people who are coaching or managing your child or offering a service connected to athletics such as physiotherapy, massage or nutritional advice.
- Know exactly where your child will be and who they will be with at all times
- Never make assumptions about your child's safety
- Ensure that your child does not take any unnecessary valuable items to training or competition
- Inform your child's coach or team manager of any illness or disability that needs to be taken into consideration for athletic performance
- Provide any necessary medication that your child needs for the duration of trips
- Assume responsibility for safe transportation to and from training and competition

- Report any concerns you have about your child's or any other child's welfare to the Club Welfare Officer, Regional, National or UKA Welfare Officers. (This does not affect your right to contact your local social services or the police if you feel it is necessary)

As a responsible parent/person with parental responsibility or other supporters for a young athlete, when participating in or attending any athletics activities, including training/coaching sessions and competition events you will:

- Act with dignity and display courtesy and good manners towards others
- Avoid swearing and abusive language and irresponsible behaviour including behaviour that is dangerous to yourself or others, acts of violence, bullying, harassment and physical and sexual abuse
- Challenge inappropriate behaviour and language by others
- Be aware that your attitude and behaviour directly affects the behaviour of your child and other young athletes
- Avoid destructive behaviour and leave athletics venues as you find them
- Never engage in any inappropriate or illegal behaviour
- Not carry or consume alcohol to excess and/or illegal substances.
- Not carry any items that can be dangerous to yourself or to others excluding athletics equipment used in the course of your child's athletics activity

5. Anti Bullying Policy

We are committed to providing a caring, friendly and safe environment for all of our members so they can participate in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our club. If bullying does occur, all athletes or parents should be able to tell and know that incidents will be dealt with promptly and effectively. We are a *TELLING club*. This means that *anyone* who knows that bullying is happening is expected to tell the club welfare officer or any committee member.

What Is Bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying can be:

- Emotional being unfriendly, excluding (emotionally and physically) sending hurtful text messages, tormenting, (e.g. hiding kit/clothing, threatening gestures)
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic because of, or focusing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing

Any member, or parent of member, who considers they, or someone else within the club, is being subjected to any kind of bullying, should report it to the Welfare Officer, who will take appropriate action.

9. Club Welfare Officer Details

Name : Carolyn Osborne

Email: femalewelfareofficer@ivanhoerunners.uk

Phone Number: 07764 633700



Name: Nick Rowles

Email: malewelfareofficer@ivanhoerunners.uk

Phone number: 07505 353985



The Welfare Officer will:

- Deal with confidential matters that may arise related to athletes and have an understanding and an appropriate way to such matters
- Be responsible for the promotion of codes of conduct to members, parents and young people
- Receive, record and pass on to the England Athletics Child Protection officer, any concerns relating to the welfare of young people and vulnerable adults
- To provide advice on the development of activities for young people within the club/organisation
- Support the registration of all personnel involved in activities for young people with the club/organisation (DBS checks)
- Recognise the difference between poor practice in according to club rules and matters that would be seen as welfare issue