



Affiliated Club

Pocklington Runners Club Welcome Pack



This pack is given to all new athletes, coaches, volunteers and officials within the club. It is imperative that you read and abide by all appropriate codes of conduct. If you feel in any way that others within the club are not following these codes of conduct, it is important that you contact a club Welfare Officer as soon as possible.

As part of your application to join the club you will be asked to sign up to these codes of conduct.

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Introduction – Welcome to the Club

Pocklington Runners is a friendly, inclusive, community based running club that is open to runners of any ability from 8 years of age.

Training:

The Senior (18 years +) club meet to run and socialise every Wednesday evening from 6:30pm at Pocklington RUFC Club, Burnby Lane, Pocklington.

The Junior Section (8-18 years) - Monday evening during term time at Woldgate College, Pocklington between 5.30 and 6.30pm.

Other regular/weekly informal training sessions held are:

Tuesday Evening – 6:30pm: Tempo / Speed Session

Friday Evening – 6:30pm: Tempo / Speed Session

Sunday Morning 9:00am – Long social run.

Contact the Club Captains or Session Leaders for further information on any of the training sessions.

Subscription Costs:

Current annual subscription is £25 that is payable on joining and annually thereafter. This subscription includes affiliation of the individual to UKA and the provision of a competition licence (which entitles the holder to reduced race entry fees). A non-competitive / social membership is also available for £15 annually – please note that the non-competitive / social membership **does not** include affiliation of the individual to UKA and the provision of a competition licence.

Club Kit:

The club provide a range of race wear and running attire including club racing vests, club t-shirts, lycra tights, jackets and post-race/casual hoodies. Please contact the Club Kit Co-ordinator for full details of the kit available and current prices.

Club Captains:

The club have both a ladies' and men's captain and they will introduce themselves to you and help introduce you to the club and members. Please feel free to contact them with any questions you may have.

Website:

To get all the latest information on the club please visit the club website:
www.pockrunners.com

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
- Ensure that all staff and volunteers operating within the club environment hold the appropriate qualifications and have undertaken the appropriate checks e.g. CRB, licences, qualifications such as massage, sports nutrition etc
- Ensure that coaches, technical officials and club officers attend recommended training in welfare and safeguarding and protecting children, as appropriate.
- 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 information is available at the club and to all club officers, coaches and officials regarding contact details for local social services, the police and the NSPCC
- 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

As a responsible athletics Coach 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
- Be appropriately qualified, including: by obtaining CRB clearance; updating your licence and education, as and when required by UKA, and adhering to the terms of the coaching licence
- Ensure that activities you direct or guide are appropriate for the age, maturity, experience and ability of the individual athlete
- At the outset clarify with athletes (and where appropriate, with parents or carers) exactly what is expected of them and what athletes are entitled to expect from you
- Never try to recruit, either overtly or covertly, athletes who are already receiving coaching. If approached by an athlete receiving coaching, refer immediately to the coach currently providing coaching support.
- 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.
- Cooperate fully with others involved in the sport such as technical officials, other coaches, 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
- 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
- Do not exert undue influence to obtain personal benefit or reward

- A coach **MUST** strictly maintain a clear boundary between friendship and intimacy with athletes and must not conduct inappropriate relationships with athletes. A relationship with an athlete can cause significant problems for other team members, raising concerns of favouritism and/or victimisation should the relationship later end.
- In particular, you **MUST NOT** allow an intimate personal relationship to develop between yourself and any athlete aged under **18 years**. Any violation of this could result in a coach licence being withdrawn. It may also be a criminal offence to conduct a relationship with an athlete aged under 16 years. It may also be a violation of your coaching licence to form an intimate personal relationship with a vulnerable adult coached by you.
- It is **strongly recommended** that you do not allow intimate relationships to develop between yourself and athletes over 18 years of age who are coached by you.

As a responsible coach, 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 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
- Not carry or consume any illegal or prohibited substance
- 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 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 athletes. 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
- Never share a bedroom with a child
- 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
- Work in same-sex pairs if supervising changing areas
- Respect the right of young athletes to an independent life outside of athletics
- 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

As a responsible athlete you will:

- Respect the rights, dignity and worth of every athlete, coach, 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, officials, 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
- Inform your coach of any other coaching that you are seeking or receiving
- 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
- Not carry or consume any illegal or prohibited substance
- 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, official and others involved in athletics and treat everyone equally
- Cooperate fully with others involved in the sport such as coaches, officials, 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
- Take an active interest in your child's participation
- Attend training or competitions whenever possible
- 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
- Return any necessary written consent forms to the club/team manager or appropriate person (including next of kin details, health and medical requirements) before your child goes to any away events or trips
- 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 supporter for a young athlete, when participating in or attending any athletics activity, 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
- Not carry or consume any illegal or prohibited substance
- 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. Code of Conduct for Junior Athletes

As a responsible junior athlete you will:

- Show respect and good manners to all other junior athletes, volunteer helpers, coaches, officials and others involved in junior athletics and treat everyone equally.
- Be well prepared and organised for all training sessions and events, attend in the correct/appropriate kit and be on time
- Always concentrate
- Always try your best and be committed to your participation in athletics
- Always show 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, volunteer helpers and any representatives of the governing body in the best interests of yourself and other athletes
- Be sensible and listen to all instructions given
- Inform your coach of any other coaching that you are seeking or receiving
- Always thank the coaches and officials who enable you to participate in athletics

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

- Act with dignity and display courtesy and good manners towards others
- Avoid inappropriate language and irresponsible behaviour, including; behaviour that is dangerous to you or others, bullying, harassment and abuse of any type
- Challenge inappropriate behaviour and language by others
- Avoid destructive behaviour and leave athletics training areas and venues as you find them

In addition, junior athletes 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 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

6. Club Welfare Officer Details

Welfare Officer 1:

Name: Faye Jessop

Email: fjessop0901@aol.com

Phone Number: 07886109210



Welfare Officer 2:

Name: to be confirmed

Email

Phone Number



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.
- Responsible for the promotion of codes of conduct to members, parents and young people.
- Receive, record and pass on to the NGB 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.
- Support the registration of all personnel involved in activities for young people with the club (CRB checks).
- Recognise the difference between poor practice in according to club rules and matters that would be seen as welfare issue.