



## CODE OF CONDUCT – VOLUNTEERS

**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.**

**Volunteers are expected to:**

- Ensure the safety of all children by providing effective supervision.
- Consider the wellbeing and safety of children.
- Encourage children to accept responsibility for their own performance and behaviour
- Treat all children and young people fairly and ensure they feel valued. Have no favourites
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour
- Appreciate the efforts of all young people and do not push individuals unnecessarily. Never exert undue influence over performers to obtain personal benefit or reward
- Always be positive, approachable and offer praise to promote the objectives of CRISC
- Not let any allegations of abuse of any kind or poor practice to go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the Club's procedures. Parents must be informed
- Never use sanctions that humiliate or harm young people.
- Report accidents or incidents of alleged abuse or poor practice to the designated person
- Administer minor first aid in the presence of others and where required refer more serious incidents to the rinks "first aider"
- Have access to telephone for immediate contact to emergency services if required
- Foster team work to ensure the safety of youth members in their care
- Ensure the rights and responsibilities of youth members are enforced
- Establish and address the additional needs of disabled children or other vulnerable groups
- Not abuse members physically, emotionally or sexually



- Not engage in a sexual relationship with a young person for whom they are responsible
- Maintain confidentiality about personal or sensitive information
- Respect and listen to the opinions of young people
- Develop an appropriate working relationship with participants, based on mutual trust and respect
- Be a role model, displaying consistently high standard of behaviour and appearance (disciplined/committed/time keeping), remember children learn by example
- Refrain from smoking and consumption of alcohol during club activities or coaching sessions
- Never condone rule violations, rough play or the use of prohibited substances
- not spending excessive amounts of time alone with children unless in exceptional circumstances
- Never taking children to their home
- Not administering First Aid involving the removing of children's clothing unless in the presence of others

### **Volunteers have the right to:**

- Support in the reporting suspected abuse or poor practice
- Access to professional support services
- Fair and equitable treatment by British Ice Skating and the Club
- Be protected from abuse by children/youths, other adult members and parents
- Not to be left vulnerable when working with children

Any minor misdemeanours and general misbehaviour will be dealt with immediately and reported verbally to the designated person. 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 volunteer with final decisions taken by the Club committee or referred to the governing body depending on the disciplinary procedures within the sport.

### **Emergency action and first aid**

All Volunteers should be prepared with an action plan in the event of an emergency and be aware of our First Aid Procedures This will include:

- Access to first aid equipment
- Telephone contact if the participant is a minor
- Telephone contact to the emergency services

### **The Club will:**

- recognise its duty of care and responsibility to safeguard all participants from harm
- promote and implement this anti-bullying policy in addition to our safeguarding policy and procedures
- seek to ensure that bullying behaviour is not accepted or condoned
- require all members of the Club to be given information about, and sign up to, this policy
- take action to investigate and respond to any alleged incidents of bullying
- encourage and facilitate children and young people to play an active part in developing and adopting a code of conduct to address bullying
- ensure that volunteers are given access to information, guidance and/or training on bullying.

### **Each participant, volunteer or official will:**

- respect every child's need for, and rights to, a play environment where safety, security, praise, recognition and opportunity for taking responsibility are available
- respect the feelings and views of others
- recognise that everyone is important and that our differences make each of us special and should be valued
- show appreciation of others by acknowledging individual qualities, contributions and progress
- be committed to the early identification of bullying, and prompt and collective action to deal with it
- ensure safety by having rules and practices carefully explained and displayed for all to see
- report incidents of bullying they see – by doing nothing you are condoning bullying.