



OXTED HOCKEY CLUB

PARENTS/GUARDIANS PACK

- Parents/Guardians Guide
- Code of Conduct for Coaches/Leaders
- Code of Conduct for Parents/Guardians
- Code of Conduct for Club Officials and Volunteers
- Junior Club Rules
- Safeguarding and Protecting Young People Policy

For further information about the club including other policies and guidelines visit the website; www.oxtedhockeyclub.com

Or for further information about hockey; www.englishockey.co.uk

Parent/Guardian Guide

What can we expect from the club?

- A safe environment and that your child's welfare and safety is paramount.
- A friendly welcome and the opportunities for your child to have fun and develop new skills.
- That your child is coached by qualified and responsible adults in a setting that provides suitable ratios of helpers to players.
- That the club has clear codes of conduct for its coaches, volunteers, parents and players.
- That the club has a 'Safeguarding and Protecting Young people's Policy' and guidelines on reporting accidents and concerns.
- That adults in regular contact with children will have a CRB check.
- The club adopts a 'club's for all' ethos.
- Personal data on children will be protected.
- Clear lines of communication concerning fixtures, training and events.

What the club expects from me

- That you make every effort to drop off and collect your child from the venue on time.
- That you provide the club with current and relevant information concerning medical conditions and emergency contact numbers.
- Provide and encourage your child to use suitable clothing, equipment and protection for the game and conditions.
- Adhere to the codes of conduct, use appropriate language and support the coaches and umpires decisions.
- That you encourage fair play and encourage your child to recognise the good performance of others.
- Never force your child to participate.

What the club expects from your child.

- Fair play and a willingness to tolerate a variety of ability in others.
- That your child listens to the coaches and abides by the umpires decisions.
- Adheres to the Junior Rules of the Club and the Rules of the Game.

Code of Conduct

Coaches/ Leaders

- Should always be publicly open when working with children and avoid situations where they are alone with a child.
- Should treat all children with respect.
- Should provide an example of good conduct they wish others to follow.

Should not

- Ask children to perform in training sessions or games whilst injured if by doing so they may make the injury worse.
- Deal with injuries without another adult and/or first aider present.
- Conduct meetings with children while they are changing.
- Be alone in a changing room with children while they are changing or showering.
- Be alone with individual children, including car journeys unless with parental consent
- Invite children to their house.
- Engage in rough, physical or sexually provocative games.
- Make sexually suggestive comments to a child even in fun.
- Do things for a child of a personal nature that they can do for themselves.
- Allow children to use inappropriate language unchallenged.
- Allow bullying or bad behaviour to go unchallenged.

Parents/guardians and spectators

- Encourage your child to learn the rules and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognise good performance, not just results.
- Never force your child to take part in sport.
- Set a good example by recognising fair play and applauding the good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept officials' judgements.
- Support your child's involvement and help them to enjoy their sport.
- Use correct and proper language at all times.
- Ensure your child is properly and adequately clothed for the hockey session and the weather.
- Ensure your child has a mouth guard and is encouraged to wear it at all times.
- Deliver and collect your child punctually to and from coaching sessions/matches.

Club Officials and Volunteers

The essence of good ethical conduct and practice is summarised below. All volunteers must:

- consider the wellbeing and safety of participants before the development of performance.
- develop an appropriate working relationship with players, based on mutual trust and respect.
- make sure all activities are appropriate to the age, ability and experience of those taking part
- promote the positive aspects of the sport (eg fair play)
- display consistently high standards of behaviour and appearance
- follow all guidelines laid down by England Hockey and the club
- hold the appropriate, valid qualifications and insurance cover
- never exert undue influence over players to obtain personal benefit or reward
- never condone rule violations, rough play or the use of prohibitive substances
- encourage players to value their performances and not just results.

Junior Club Rules

Oxted Hockey Club is fully committed to safeguarding and promoting the wellbeing of all its members. The club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with Graham Foggin, Junior Development Officer or Richard Adamson, Club Secretary.

As a member of Oxted Hockey Club you are expected to abide by the following junior club rules:

- All members must play within the rules and respect officials and their decisions.
- All members must respect opponents.
- Members should keep to agreed timings for training and competitions or inform their coach or team manager if they are going to be late.
- Members must wear suitable kit for training sessions and matches, as agreed with the coach/team manager. As a minimum this means training shoes/ astroturf shoes, club kit for matches and shinpads. Gumshields and a hockey glove are also strongly recommended.
- Members must pay any subscriptions, fees for training or matches promptly.
- Junior members are not allowed to smoke on club premises or whilst representing the club at competitions.
- Junior members are not allowed to consume alcohol or drugs of any kind on the club premises or whilst representing the club.

Safeguarding and Protecting Young People

Oxted hockey club has adopted the England Hockey's policy on 'Safeguarding and Protecting Young People in Hockey'. A full copy can be provided on request or obtained from; www.Englandhockey.co.uk/safe. A Young Person/child is defined as anyone less than 18yrs of age.

Overriding Principles of the policy are;

- The Child's welfare is paramount.
- All children, whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity have the right to protection from abuse.
- All suspicious allegations of abuse must be taken seriously and responded to swiftly and appropriately.

Coaches/Leaders should ensure Good Practice by;

- Ensuring the facilities and surroundings are safe, well maintained and adequate for the number of players. This includes floodlighting if required.
- Adequate changing and showering facilities.
- All children should have adequate breaks for the length of the day and intensity of the practice/game.
- Children are not put in physical danger through inappropriate grouping.
- Ensure adults take care when participating in games with young people.
- Children should not play more than is desirable for their age and/or ability.
- All children should be made aware of the importance of proper procedures for the intake of liquid and food.
- All children are adequately protected from the effects of the weather, particularly the sun.
- All children should wear appropriate kit including goalkeepers.
- Making sure parents are aware of start and finish times and never leave a child alone whilst waiting to be collected.
- Having available emergency contact numbers and medical details of the players.
- Using only experienced/qualified coaches with adequate third party liability insurance