

# **English Bowling Federation**

## **Code of Practice for Club Officials and Volunteers**

The essence of good ethical conduct and practice is summarised below.

All volunteers must:

1. Consider the wellbeing and safety of participants before the development of performance.
2. Develop an appropriate working relationship with participants, based on mutual trust and respect.
3. Make sure all activities are appropriate to the age, ability and experience of those taking part.
4. Promote the positive aspects of the sport (e.g. fair play).
5. Display consistently high standards of behaviour and appearance.
6. Follow all guidelines laid down by the English Bowling Federation/English Women's Bowling Federation (EBF/EWBF) and the Club.
7. Hold appropriate valid qualifications and insurance cover.
8. Never exert undue influence over performers to obtain personal benefit or reward.
9. Never condone rule violations, rough play, bad language, or the use of prohibited substances.
10. Encourage participants to value their performances and not just results.
11. Encourage and guide participants to accept responsibility for their own performance and behaviour.

# English Bowling Federation

## CLUB COACHES DUTIES

### RESPONSIBLE TO THE CLUB EXECUTIVE/MANAGEMENT COMMITTEE MAIN DUTIES

1. To take full responsibility for the Club's junior coaching sessions at **(CLUB NAME)** or in Schools.
2. To maintain high ethical standards in coaching, ensure they keep up-to-date with their knowledge, skills and qualifications and prepare all coaching sessions in advance.
3. To undertake training appropriate to the role e.g. child protection training.
4. To work with and include in the preparation and running of each session with all coaches that will be in attendance
5. To attend junior Club meetings and report on progress.
6. To offer the Club feedback on the organisation and degree of success of junior coaching and competitions.
7. To assist in the selection of teams as required.
8. To travel to competitions with the junior team(s).
9. To inform the National Coaching Administrator in advance of any sessions that cannot be attended.

# English Bowling Federation

## CODE OF PRACTICE FOR JUNIOR MEMBERS

**(YOUR CLUBS NAME)** 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 *(Name of Person)* who is the Child Protection Officer.

As a member of **(YOUR CLUBS NAME)**, you are expected to abide by the following junior code of practice:

1. All members must play within the rules and respect officials and their decisions.
2. All members must respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background or religious beliefs or sexual identity.
3. Members should keep to agreed timings for training and competitions or inform their coach or team manager if they are going to be late.
4. Members must wear suitable kit, flat soled shoes (no heels), grey/black slacks and club shirt, for training and match sessions, as agreed with the coach/team captain.
5. Members must pay any fees for training or events promptly.
6. Junior members are not allowed to smoke on Club premises or whilst representing the Club at competitions.
7. Junior members are not allowed to consume alcohol or drugs of any kind on the Club premises or whilst representing the Club.
8. Mobile Phones or pagers are not allowed on the green during a match in active mode.

# **English Bowling Federation**

## **CODE OF PRATICE FOR PARENTS AND CARERS**

1. Encourage your child to learn the rules and play within them.
2. Discourage unfair play and arguing with officials.
3. Help your child to recognise good performance, not just results.
4. Never force your child to take part in sport.
5. Set a good example by recognising fair play and applauding good performances of all.
6. Never punish or belittle a child for losing or making mistakes.
7. Publicly accept officials' judgements.
8. Support your child's involvement and help them to enjoy their sport.
9. Use correct and proper language at all times.
10. Encourage and guide performers to accept responsibility for their own performance and behaviour

**CONSENT FORM FOR PARENTS/CARERS**

**Name of Child** ..... **Date of Birth** .....

**Address:** .....

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**Telephone No. Home** ..... **Work** .....

In the interest of your child, it would be helpful to know whether he or she suffers from any illness or medical condition. Please use the space below to indicate, **in confidence**, any health or other matter concerning your child of which accompanying Club officials should be aware. Please also indicate any prescribed medication, etc.

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I consent to my child taking part in the Club activities whether on its premises or at away venues. I acknowledge that the Club will take all reasonable steps in the exercise of their duty of care to safeguard him or her from accident or other harm. I understand that in the event of an accident or other emergency every effort will be made to contact me. If unable to make contact, I consent to my child receiving any medical treatment which, in the opinion of a qualified medical practitioner, may be considered necessary.

**I am the parent/legal guardian of the child**

**Signed** .....

**Name** ..... **Relationship** .....

**Date** .....

Note: If you require information on Club activities, or have any concerns regarding your child's participation, please contact the person named below.

Name. ....

Tel: .....

# English Bowling Federation

**CONFIDENTIAL**

## VIDEO/PHOTOGRAPHIC CONSENT FORM FOR PARENTS/CARERS

**Name of Child** ..... **Date of Birth** .....

**Address:** .....

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**Telephone No. Home** ..... **Work** .....

To help in the development of your child as a bowler it may be helpful at times to take videos or photographs of his or her action. This is a wonderful training aid and can improve your child's performance as a bowler. In the interest of your child's safety we ask for your permission to use videos or photographs for this purpose. Photographs or videos will only be used when at least two adults and children are present. All our instructors are fully trained and have been extensively vetted. I will allow my child to be filmed or photographed for training purposes

**I am the parent/legal guardian of the child**

**Signed** .....

**Name** ..... **Relationship** .....

**Date** .....

Note: If you require information on Club activities, or have any concerns regarding your child's participation, please contact the person named below.

Name .....

Tel: .....

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*The Codes of Practice set out are derived from:-*

*CPSU Publications*

*Guidance Document*

*Keeping Children Safe*

*Running Sports Guidance*

*Club Mark*