



## CODE OF CONDUCT - COACHES

**A responsible coach helps the development of individuals through improving their performance. This is achieved by:**

1. Identifying and meeting the needs of individuals
2. Improving performance through a progressive programme of safe, guided practice measured performance and/or competition
3. Creating an environment in which individuals are motivated to maintain participation and improve performance

**Coaches should comply with the principles of good ethical practice listed below.**

**A coach must at all times:**

1. Hold relevant safeguarding training and a valid PVG if applicable to their role
2. Consider the wellbeing and safety of the player before the development of performance
3. Develop an appropriate working relationship with players, based on mutual trust and respect that empower and includes, players, both junior and senior in the decision-making process
4. Promote respect for the ability of opponents as well as for volunteers, officials and fellow coaches
5. Always promote the positive aspects of the sport (e.g. fair play) and never condone rule violations or the use of prohibited substances
6. Make sure all activities are appropriate to the age, ability and experience of those taking part
7. Recognise the developmental needs and capacity of each player and avoid excessive training and competition, pushing them against their will and putting undue pressure on them
8. Respect the rights, dignity and worth of every person and treat everyone equally within the context of their sport
9. Encourage players to value the performance and not just results
10. Encourage and guide players to accept responsibility for their own behaviour and performance by giving enthusiastic and constructive feedback
11. Clarify, at the outset, with players (and where appropriate with their parents) exactly what is expected of them and what players are entitled to expect from their coach
12. Consistently display high standards of behaviour and appearance, be an excellent role model including not smoking or drinking or using foul language in the company of players
13. Never ignore, tolerate or engage in any form of bullying
14. Coaches must not exert undue influence to obtain personal benefit or reward. In particular, coaches must not use their position to establish or pursue a sexual or improper relationship with a player or someone close to them
15. Follow the advice of a physician or other qualified medical professionals when a player is injured
16. Coaches should not allow allegations to go unchallenged, unrecorded or not acted upon
17. Make a personal commitment to keep yourself informed of sound coaching principles and the principles of growth and development of players.



18. Ensure that the equipment and facilities meet safety standards and are suitable for training.
19. Follow all guidelines laid down by Harlaw Bowling Club and abide by Harlaw Bowling Club's Mobile Phone Policy and Social Media Policy.

Harlaw Bowling Club supports and requires **all** members to observe the following standards of practice, including verbal and non-verbal actions when involved in activities with children.

All concerns related to a breach of this Code of Conduct will be taken seriously and responded to in line with Harlaw Bowling Club's Complaints Policy, Disciplinary Procedure and Procedure for Responding to Concerns about Child Abuse.

### **GOOD PRACTICE**

- Make sport fun, enjoyable and promote fair play.
- Treat all children equally, with respect, dignity, and fairness.
- Involve parents/carers wherever possible.
- Build balanced relationships based on mutual trust.
- Include children in the decision-making process wherever possible.
- Always work in an open environment, wherever possible. Avoid private or unobserved situations.
- Put the welfare of each child first before winning or achieving performance goals.
- Be an excellent role model including not smoking or drinking alcohol in the company of children.
- Give enthusiastic and constructive feedback rather than negative criticism.
- Recognise the developmental needs and capacity of children.
- Avoid excessive training and competition, pushing children against their will and putting undue pressure on them.

### **PRACTICE TO BE AVOIDED**

In the context of your role within Harlaw Bowling Club, the following should be avoided:

- Having 'favourites' – this could lead to resentment and jealousy by other children and could be misinterpreted by others.
- Spending excessive amounts of time alone with children away from others.
- Entering children's bedrooms on trips away from home unless it is an emergency situation or in the interest of health and safety. If it is necessary to enter rooms, knock and say that you are coming in. The door should remain open, if appropriate.
- Where possible, avoid doing things of a personal nature for children that they can do for themselves.



## UNACCEPTABLE PRACTICE

In the context of your role within Harlaw Bowling Club, the following practices are unacceptable:

- Engaging in sexually provocative games, including horseplay.
- Engaging in rough or physical contact unless it is permitted within the rules of the game or competition.
- Forming intimate emotional, physical, or sexual relationships with children.
- Allowing or engaging in touching a child in a sexually suggestive manner.
- Allowing children to swear or use sexualised language unchallenged.
- Making sexually suggestive comments to a child, even in fun.
- Reducing a child to tears as a form of control.
- Allowing allegations made by a child to go unchallenged, unrecorded, or not acted upon.
- Inviting or allowing children to stay with you at your home.
- A Coach and/or other leader sharing a room alone with a child

### Emergency Action & First Aid

All coaches, should be prepared with an action plan in the event of an emergency and be aware of First Aid procedures. This will include:

1. Access to First Aid equipment
2. Telephone contact with parent/carer if the participant is a junior (under 18)
3. Telephone contact to the Emergency Services

### Coaches have the right to:

1. Access ongoing training and information on all aspects of their role, including safeguarding, wellbeing & protection
2. Support in reporting suspected abuse or poor practice
3. Access to support services relevant to your role
4. Fair and impartial treatment by Harlaw Bowling Club / Bowls Scotland
5. Be protected from abuse by any adult or junior members, parents and spectators
6. Not to be left vulnerable while carrying out their role

Breaches of the Coach Code of Conduct will be dealt with in accordance with Harlaw Bowling Club's disciplinary procedures.

I understand that if I do not follow the Coaches Code of Conduct, Harlaw Bowling Club or Bowls Scotland may take any / all of the following actions:

1. Be required to apologise formally
2. Receive a warning; verbal or written
3. Required to meet with the club, Wellbeing & Protection Officer or designated members of the club committee.



4. Required to meet with Bowls Scotland, Safeguarding Lead or other designated members of Bowls Scotland Staff/Board
5. Monitored by another volunteer/committee member/staff member
6. Required to attend an education course
7. Suspension
8. Required to leave or be removed from post

**Policy Acceptance**

By signing the code of conduct, I acknowledge that I have read and agree to abide by the following Harlaw Bowling Club policies (found on [www.harlawbowlingclub.com](http://www.harlawbowlingclub.com))

- Wellbeing and Protection Policy
- Anti-Bullying Policy
- Mobile Phone Policy
- Social Media Policy

I have read and understood the above Code of Conduct and I agree to be bound by it:

Signed:.....

Name(Print):.....

Date:.....