

> **ECB Clubmark**

- **Child Protection Policy:**

This policy document is based on the guidelines set down in the ECB Document "SAFE HANDS" Welfare of Young People Cricket Policy (OCT 2003).

Visibility

SPARSHOLT C.C. will ensure that all members and parents within the club are aware of this document and the obligations that go with it.

The term Young People refers to people under the age of 18 (unless married), including those players who play in adult teams. CRB is a document from the Criminal Records Bureau confirming of clearance to work safely with Young People.

Duty of Care

SPARSHOLT C.C. recognises it has a duty of care to all Young People participating in cricket i.e. to ensure the safety and welfare of any Young Person involved in cricket-related activities, to safeguard them and protect them from reasonably foreseeable forms of harm.

All Young People at SPARSHOLT C.C. regardless of age, gender, race, religion, sexual orientation, ability or disability have the right to be protected and enjoy their cricket in a safe environment.

Adults working for SPARSHOLT C.C. with Young People will:

- o Adhere to the standards set out in this document
- o Provide a safe, positive and fun cricketing experience for Young People
- o Be educated in the best practice when working with young people
- o Be familiar with this document and have access to the ECB Welfare of Young People Cricket Policy via a SPARSHOLT C.C. Youth Development Officer (listed at the end).

The Management Committee for SPARSHOLT C.C.:

- o Fully endorse the contents of this document.
- o Will ensure any allegations or suspicions relating to Young People will be dealt with swiftly and appropriately.

Guidelines on acceptable & unacceptable behaviour when working with Young People

Good Practice

All individuals working with Young People should:

- o Ensure that cricket is fun, enjoyable and fair play is promoted
- o Treat all young people equally with respect and dignity
- o Ensure the welfare of the Young Person comes before winning
- o Not use bad language, smoke or drink while in charge of young people
- o Work in an open environment both physically and emotionally e.g. encourage participation
- o Give enthusiastic and constructive feedback
- o Ensure proper records are kept and are at hand if required (including accident and injury)
- o Ensure any physical contact is appropriate, e.g. to demonstrate a coaching point and with the Young Persons permission
- o Always follow-up allegations made by a young person in accordance with the guidelines in the ECB Welfare of Young People Cricket Policy
- o Keep their technical skills, qualifications and insurance up to date.

Inform a parent wherever possible if:

- You accidentally hurt a young person
- A young person seems distressed in some manner
- A young person becomes sexually aroused by your actions
- A young person misunderstands or misinterprets something you have done

Poor Practice

All individuals working with Young People should avoid the following. You should NEVER:

- Spend time alone with Young People away from others
- Take Young People to your home where they will be alone with you
- Engage in rough, physical or sexually provocative games
- Never share a room with a young person (tours etc)
- Make sexually suggestive remarks to a young person.
- Allow or engage in any form of inappropriate touching or physical abuse
- Allow inappropriate language to be used unchallenged
- Do things of a personal nature for a young person that they should do themselves
- Transport Young People in your car alone
- Transport Young People if you are not insured, your car does not have a valid MOT or you are disqualified from driving (See Exclusion / transportation section)

Codes of Conduct

The ECB requires all coaches to adhere to the Sports Coach UK Code of Conduct. SPARSHOLT C.C will issue the ECB 'Code of Conduct for Cricket Staff and Volunteers' for other individuals.

ECB Welfare Incident form

This is part of the Welfare of Young People Cricket Policy document and therefore can be obtained via the Youth Development Officer and must be completed if any incidents occur.

Photography or use of video

Parents' written permission should be sought before pictures of Young People are put on the web site or used in the media. Parents' written permission should also be sought before taking video footage (as a coaching aid) of their children and the footage should be carefully stored. At SPARSHOLT C.C., parents are asked for written consent on an annual basis, via the club membership form. Full guidelines on the use of photography are included in the ECB guidelines.

Changing facilities

Children under the age of 10 using the changing rooms should be supervised at all times by staff of the same gender as the players. Mixed gender teams must have access to separate male and female changing rooms. At SPARSHOLT C.C., where changing space is limited, coaches and managers need to be mindful of this, and make provision as the need arises. Adults should not shower with children under 16. If young people do not wish to shower or change in public they should be put under no pressure to do so. Encourage them to do so at home.

Guidance for parents

Parents should be made aware that:

- SPARSHOLT C.C. encourage coaching staff to be appropriately qualified and aware of all child protection issues. Coaches, Managers and Child Welfare Officers are CRB checked.
- SPARSHOLT C.C. encourages parents to get involved with the Club. Parents who help on a regular basis will be asked to complete a Self Declaration form - forms will be available from a Child Welfare Officer, and can either

- o be returned directly to the same person, or to the County Welfare Officer.
- o Coaches are responsible for Young People during coaching times and during matches (with the assistance of Managers). Parents are responsible for transporting their children to and from the club, and away matches as required. Parents are also responsible for their children outside allotted coaching or a match times i.e. during net practice before the coaching session begins.

If a parent/carer is late collecting their child, the club will:

- o Attempt to make contact with the parent/carer
- o Wait with the young person (preferably accompanied by other adults)
- o Not send a child home with another person without prior permission
- o Remind parents/carers re late collection
- o As a last resort inform Social Services or the Police.

Use of alcohol or illegal substances

Young People will not be allowed to drink alcohol, smoke (under the age of 16) or take illegal substances while at SPARSHOLT C.C., or whilst at away fixtures or on tours. Adults should not drink alcohol, smoke or take illegal substances while in charge of young persons.

Indicators of abuse

Through training, SPARSHOLT C.C. coaches will be able to recognise situations where children may have been abused, and guidelines exist to help them assist the young person in an appropriate manner and are set out in full in the ECB policy document.

Bullying and harassment

Similarly to the case with abuse, SPARSHOLT C.C. staff will be able to recognise situations where this is occurring and is obviously at odds with our policy of providing an environment where young people can enjoy their cricket. Parents or Young Players who have a concern about being bullied by another player should speak to their coach if possible. If the concern is about an adult at the club, parents and Young Players should know they can speak to a Child Welfare Officer.

Recruitment

SPARSHOLT C.C. asks all staff to declare their suitability for working via the appropriate forms.

Exclusions

The following section details some of the areas within the ECB guidelines that SPARSHOLT C.C. does not have the administrative resource to fully support:

- o Registering drivers; ECB recommends that all drivers who give transport to young children on behalf of the club complete a form proving details pertaining to the vehicle or the driver. E.g. MOT and Insurance etc. While we support this in principal SPARSHOLT C.C. cannot take on this role.
- o Umpires and Scorers; ECB recommends that as these have access to young people that SPARSHOLT C.C. should check their credentials. Whilst SPARSHOLT C.C. appreciates the principals behind this stance, it would be difficult to totally enforce e.g. asking a parent to help with the scoring, but would ask our coaches to be vigilant that these people adhere to our guidelines e.g. being left alone with children.

Some umpires may not hold umpiring qualifications.

- **Development Plan:**
(see Chairman for latest copy)
- **Code of Conduct for Cricket Staff and Volunteers:**
 - o Respect the rights, dignity and worth of every person within the context of Cricket

- Treat everyone equally and do not discriminate on the grounds of age, gender, religion, race, sexual orientation or disability
 - If you see any form of discrimination do not condone it or allow it to go unchallenged
 - Place the well-being and safety of the Young Person above the development of performance
 - Develop an appropriate working with Young People, based on mutual trust and respect
 - Ensure that physical contact is appropriate and necessary and is carried out within recommended guidelines with the Young Person's full consent and approval
 - Always work in an open environment(e.g. avoid private or unobserved situations and encourage an open environment)
 - Do not engage in any form of sexually related contact with a Young Player². This is strictly forbidden as is sexual innuendo, flirting or inappropriate gestures and terms
 - Know and understand the ECB *Welfare of Young People Policy* and Procedures
 - Respect Young People's opinion when making decisions about their participation in Cricket
 - Inform Players and Parents of the requirements of Cricket
 - Be aware of and report any conflict of interest as soon as it becomes apparent
 - Display high standards of language, manner, punctuality and presentation
 - Do not smoke, drink or use banned substances whilst actively working with young people in the Club. This reflects a negative image and could compromise the safety of the Young People
 - Do not give Young People alcohol when they are under the care of the Club/League/County Board
 - Hold relevant qualification and insurance cover
 - Ensure the activities are appropriate for the age, maturity, experience and ability of the individual
 - Promote the positive aspects of Cricket e.g. fair play
 - Display high standards of behaviour and appearance
 - Follow ECB guidelines set out in the *Welfare of Young People Policy* and any other relevant guidelines issued
 - Ensure that you attend appropriate training to keep up to date with your role and the Welfare of Young people
 - Report any concerns you may have in relation to a Young Person, following reporting procedures laid down by the ECB
1. Adopted from the original ECB Coaches Code of Conduct
 2. The ECB adopts the Home Office guidelines which recommend the principle - "People in positions of trust and authority do not have sexual relationships with 16-17 years olds in their care"

- **Code of Conduct for Coaches:**

Sparsholt Cricket Club is committed to ensuring the safety of children within the club during organised cricket and practise sessions. Our coaches adopt the following principles as stated by Sports Coach UK:

- Coaches must respect and champion the rights of every individual to anticipate in cricket
- Coaches must develop a relationship with players and members based on openness honesty, mutual trust and respect
- Coaches must demonstrate proper personal behaviour and conduct at all times
- To maximise benefits and minimise the risks to cricketers, coaches must attain a high level of competencies through qualifications and a commitment to on-going training that ensures safe and correct practise.

Training Sessions

1. Sparsholt CC will ensure that two supervisors will be present at every training session
2. Sparsholt CC will ensure that at least one supervisor at the coaching session will be an ECB qualified coach
3. The coach will ensure that each child is checked against a register on arrival & departure
4. The coach will have every child's medical details to hand
5. The coach will be fully inducted into the ECB risk assessment, injury / accident procedures and their responsibilities
6. The coach will ensure that all activities will be carried out using the appropriate safety equipment
7. All sessions will be carried out with the safety of the participants taken into account.
8. Any accident involving youth cricketers at Sparsholt C.C. will be recorded in the Accident Book and details will be relayed to the member's guardian.

Competitions

Travelling to away games protocol:

Managers & coaches who provide transport to away fixtures must ensure the following:

- o Ideally two adults travel in each car, or an adult driving alone must have a minimum of three children in the car, if no second adult is available.
- o All cars should travel together to the away fixture (under no circumstances are cars allowed to travel separately to the away fixture if adults carry children other than their own).
- o The coach is to ensure that all cars transporting players are fit to do so.

Home game protocol:

Coaches and volunteers who assist on home fixtures must ensure:

- o Two adults are present when players are in the changing rooms
- o Children are supervised throughout the match (this includes nets warm up)

Sparsholt Cricket Club will make every effort to inform children, their parents, coaches and senior players aware of the following policies / rules to ensure the safety of everyone involved with the club: Equity Policy, Child Protection Policy, Junior Club Rules, Code of Conduct for parents / carers, Code of Conduct for club officials and volunteers

The club will have a minimum of two child protection officers trained by the Sports Coach UK course 'Good Practice and Child Protection'. Contact details will be available on the club notice board and all comments to these officers will be confidential. (One officer will not be a member of the Sparsholt CC Committee).

- **Child Protection Officers:**
[Nicola Ellis](#) and [Richard Macer](#) (who reports CWO matters to the Main Committee)
- **ECB; "Safe Hands":**
<http://www.ecb.co.uk/ecb/safeguarding-children-and-child-protection/>
- **ECB; Clubmark Downloads:**
<http://www.hampshirecb.com/ClubMark/Downloads.aspx>