



CODE OF CONDUCT for Volunteers and Group Leaders

As a responsible athletics Leader you will:

- Respect the rights, dignity and worth of every athlete and others involved in athletics and treat everyone equally.
- Place the welfare and safety of the athlete above the development of performance
- Be appropriately qualified including obtaining DBS clearance, update your licence and education as and when required by England Athletics and adhere to the terms of the Leader licence
- Ensure that activities you direct or guide are appropriate for the age, maturity, experience and ability of the individual athlete
- At the outset clarify with athletes (and where appropriate, with parents or carers) exactly what is that is expected of them and what athletes are entitled to expect from you
- Never try to recruit, either overtly or covertly, athletes who are already receiving coaching. If approached by an athlete receiving coaching refer immediately to the coach currently providing coaching support.
- Try to observe a recommended maximum ratio of 1 leader to 12 athletes at a training session or work in partnership with another leader/leader assistant.
- Cooperate fully with others involved in the sport such as technical officials, team managers, other Leaders, coaches, doctors, physiotherapists, sport scientists and representatives of the governing body in the best interests of the athlete
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Encourage and guide athletes to accept responsibility for their own performance and behaviour
- Develop appropriate working relationships with athletes based on mutual trust and respect, especially with those athletes under 18 years or vulnerable adults
- Do not exert undue influence to obtain personal benefit or reward
- A leader **MUST** strictly maintain a clear boundary between friendship and intimacy with athletes and do not conduct inappropriate relationships with athletes. Relationship with athletes can cause significant problems for other team members, raising concerns of favouritism and/or victimisation should the relationship later end.
- In particular a leader **MUST NOT** allow an intimate personal relationship to develop between yourself and any athlete aged under **18 years**. Any violation of this could result in a leader licence being withdrawn. It may also be a criminal offence to conduct a relationship with an athlete aged under 16 years. It may also be a violation of your leader licence to form an intimate personal relationship with a vulnerable adult lead by you.
- It is **strongly recommended** that you do not allow intimate relationships to develop between yourself and athletes lead by you aged over 18 years.
- Be registered with England Athletics either as a 1st claim member of Malvern Joggers or as a 2nd claim member from another England Athletics affiliated club.

As a responsible leader, when participating in or attending any athletics activities, including training/leading sessions and competition events you will:

- Act with dignity and display courtesy and good manners towards others
- Avoid swearing and abusive language and irresponsible behaviour including behaviour that is dangerous to yourself or others, acts of violence, bullying, harassment and physical and sexual abuse
- Challenge inappropriate behaviour and language by others
- Be aware that your attitude and behaviour directly affects the behaviour of athletes under your supervision
- Never engage in any inappropriate or illegal behaviour
- Avoid destructive behaviour and leave athletics venues as you find them
- Not carry or consume alcohol to excess and/or illegal substances.
- Avoid carrying any items that could be dangerous to yourself or others excluding athletics equipment used in the course of your athletics activity

In addition, leaders should follow these guidelines on best leading practice, in particular with young athletes or with vulnerable adults

- Avoid critical language or actions, such as sarcasm which could undermine an athlete's self esteem.
- Avoid spending time alone with young athletes unless clearly in the view of others to protect both yourself and the young athlete. In special circumstances, for example when coaching elite young athletes, one to one coaching sessions may form part of the required training schedule. In this circumstance, parental/guardian consent must be sought and obtained prior to sessions taking place. The leader must inform the parent/guardian of the venue for training and an emergency contact number should be provided by both the leader and parent/guardian.
- Avoid taking young athletes alone in your car
- Never invite a young athlete alone into your home
- Never share a bedroom with a child
- Always explain why and ask for consent before touching an athlete
- Ensure that parents/carers know and have given consent before taking a young athlete away from the usual training venue
- Work in same-sex pairs if supervising changing areas
- Respect the right of young athletes to an independent life outside of athletics
- Report any accidental injury, distress, misunderstanding or misinterpretation to the parents/carers and club Welfare officer as soon as possible.
- Report any suspected misconduct by other leaders/coaches or other people involved in athletics to the Club, Regional, National or England Athletics welfare officer as soon as possible



CODE OF PRACTICE for Junior Members

Malvern Joggers is fully committed to safeguarding and promoting the wellbeing of all its members. The club believes that it is important that members, leaders, 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 the MJ Junior leaders or other officials of the club.

As a member of MJ Juniors, you are expected to abide by the following junior code of practice:

- All members must participate within the England Athletics rules and respect leaders, helpers and their decisions.
- 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.
- Members should keep to agreed timings for training and competitions.
- Members must wear suitable kit, for training and match sessions, as agreed with the leaders.
- Junior members are not permitted to smoke at the club or whilst representing the club at competitions.
- Junior members are not allowed to consume alcohol or drugs of any kind at the club or whilst representing the club. The consumption of drugs by any athletes can lead to being banned from the sport.

Junior members whose behaviour is unacceptable will be warned and parents/carers will be informed. Persistent poor behaviour will lead to loss of membership.



CODE OF PRACTICE for Parents/ Carers

- Encourage your child to learn the rules and play within them.
- Discourage unfair play and arguing with officials and leaders.
- 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 good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Support your child's involvement and help them to enjoy their sport.
- Encourage and guide performers to accept responsibility for their own performance and behaviour.
- Ensure that your child is properly equipped for activities.
- Use correct and proper language at all times.
- Publicly accept officials' and leaders' judgements and do not enter into arguments in public.

In the event of any problems that cannot be resolved by talking with group leaders, please contact the Malvern Joggers club chairman.



CODE OF PRACTICE for use of Photographs

MJ Juniors is committed to providing a safe environment for junior members. Part of this pledge is to protect them from the inappropriate use of photographic images. Photographs may be taken of juniors at running events and subject to parental consent may be published in local newspapers or appear on the club website. Whilst it is nice to have a photographic record of members in action we undertake to ensure that if a photograph is published on the website no name address or any other personal detail will be given. Newspaper photos showing individual achievement will usually have the name of the junior included.

In signing the parental consent on the membership form you are also consenting to your child being photographed in line with this policy. If you do not consent to your child being photographed it is your responsibility to inform the club in writing.

CODE OF PRACTICE for singing in / out

MJ Juniors is committed to providing a safe environment for junior members. Part of this pledge is ensuring we have a record of which juniors are present at a session. Parents/guardians/juniors should ensure they have filled the register at the start of a session. MJJ leaders will ensure that the number of juniors present tallies with the register before the session begins and during the session, as needed. Parents/guardians should inform an MJJ leader, before the session starts, if their junior needs to leave early. At the end of a session MJJ leader shall inform the juniors that the session has finished and that they may leave if their parent/guardian is present. Parents/guardians shall be ready to receive their junior promptly at the end of a session. Juniors shall only leave an MJJ session, i.e. sign them self out, when indicated by a MJJ leader, and when their parent or guardian is present. Juniors shall inform an MJJ leader immediately if their parent/guardian is not present.

Parent/guardians should ensure that emergency contact details are up to date, and if someone else is dropping off/picking up that emergency contact details are left with the registration sheet.

In signing the parental consent on the membership form you are also consenting to your child signing them self out at the end of MJJ sessions. If you do not consent to your child signing them self out, for example if there are safeguarding issues, it is your responsibility to inform the club in writing.