



## Safeguarding Policy

### LSC Code of Conduct for Staff, Volunteers working with Juniors and Vulnerable Adults

LSC staff and volunteers have a great opportunity to be a positive role model for junior members and help build an individual's confidence.

#### **Staff and volunteers are expected to:**

- Ensure the safety of all junior members by providing effective supervision, pre-planning activities of coaching sessions and using safe methods at all times.
- Consider the wellbeing and safety of participants before the development of performance.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Treat all fairly and ensure they feel valued. Have no favourites.
- Encourage all junior members not to discriminate on the grounds of religious beliefs, race, gender, social classes or ability.
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all young people and not over-train them. Never exert undue influence over performers to obtain personal benefit or reward.
- Be positive, approachable and offer praise to promote the objectives of the club at all times.
- Not let any allegations of abuse of any kind of poor practice to go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the club's procedures.
- Never use sanctions that humiliate or harm young people.
- Report accidents or incidents of alleged abuse or poor practice to the Club Chair or Welfare Officer. Administer minor first aid in the presence of others and where required refer more serious incidents to the club "first aider".
- Have access to telephone for immediate contact to emergency services if required.
- Foster teamwork to ensure the safety of junior members in their care.
- Ensure the rights and responsibilities of junior members are enforced.
- Establish and address the additional needs of disabled participants or other vulnerable groups.
- Not abuse members physically, emotionally or sexually.
- Not engage in a sexual or inappropriate relationship with a junior member.
- Maintain confidentiality about sensitive information.
- Respect and listen to the opinions of junior members.
- Take time to explain coaching techniques to ensure they are clearly understood.
- Develop an appropriate working relationship with participants, based on mutual trust and respect.
- Be a role model, displaying consistently high standard of behaviour and appearance (disciplined/committed/time keeping), remember junior members learn by example.
- Refrain from smoking and consumption of alcohol during club activities or coaching sessions.
- Never condone rule violations, rough play or the use of prohibited substances.



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- Not spend excessive amounts of time alone with junior members unless there are exceptional circumstances
- Never take junior members to their home
- Not administer First Aid involving the removing of junior members clothing unless in the presence of others.
- Hold appropriate valid qualifications and insurance cover.
- Make the sport/activity fun.

### **Staff and volunteers have the right to:**

- Access on-going training and information on all aspects of leading/managing activities for youths, particularly on Safeguarding.
- Support in the reporting suspected abuse or poor practice.
- Access to professional support services.
- Fair and equitable treatment by the club.
- Be protected from abuse by junior members, other adult members and parents.
- Not to be left vulnerable when working with junior members.

Any minor misdemeanours and general misbehaviour will be dealt with immediately and reported verbally to the designated person. Serious or persistent breach of the code will result in disciplinary action and could lead to dismissal from the club/sport. Dismissals can be appealed by the coach/volunteer with final decisions taken by the Lindum Sports Association Board or referred by the Board to England Squash.

### **Emergency action and first aid**

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

- Access to First Aid equipment
- Telephone contact if the participant is a minor
- Telephone contact to the Emergency Services