

## **NORTH DOWN ATHLETICS CLUB**

### **CODE OF CONDUCT FOR ATHLETES**

These guidelines have been produced to advise all members of the standards expected of members of North Down Athletics Club.

#### **1. Behaviour**

During training sessions or competitions athletes should avoid actions which may bring the Club or sport into disrepute. Athletes also have a responsibility to report any member of whose conduct is likely to bring the Club or sport into disrepute.

##### **Athletes should:**

- i. Abide by the Club Constitution and rules of the sport, and uphold high standards of fair play and sportsmanship
- ii. Respect the rights and dignity and worth of all, and treat everyone with quality.
- iii. Show respect and never overtly criticise officials or helpers.
- iv. Have due regard for their personal appearance, language and respect equipment and facilities.
- v. Wear Club colours or their national vest in competition

#### **2. Safety**

- i. Athletes should always partake in appropriate warm-up and cool-down as advised by a coach of North Down Athletics Club in order to prepare the body for exercise and to prevent injury.
- ii. Always ensure safety guidelines issued by North Down Athletics Club coaches are upheld when using equipment eg don't jump a hurdle the wrong way round.
- iii. Athletes should report any discrepancies in equipment or facilities to a North Down Athletics Club coach or helper in order to protect themselves and others eg in the event of finding glass on the training area
- iv. Athletes should avoid wearing rings and jewellery or anything else that would be a danger to themselves and others.

### 3. Injury or Illness

- i. Athletes should inform an official or coach of any illness before, during or after an activity whether it is to themselves or others. Athletes should never be afraid to stop an activity if they are feeling unwell or unable to continue.
- ii. Athletes should avoid any type of training when injured unless advised otherwise by qualified personnel.

### 4. Supplementation

- i. Athletes should never take any prohibited substances (A list is available from the Management Committee) NB If in doubt do not take the substance!
- ii. Athletes are advised not to experiment with ergogenic aids/foodstuffs without prior consultation with a coach of the Club.

### 5. Club Subscriptions

- i. Athletes are requested to pay all club subscriptions before the closing date advised by the Treasurer. This will ensure they are all registered with the NIAF and therefore eligible to compete.
- ii. Athletes who fail to pay their club subscriptions will be subject to the disciplinary procedures of the Constitution.

### 6. Track Discipline

- i. Athletes should always practice good track discipline whilst training or during competition.

This should include:

- a) using the outside lanes for warm-up/cool-down
  - b) never cross in the infield area
  - c) move out of the inside lane if faster athletes are approaching from behind
  - d) never use the inside lane for hurdle work and remove all hurdles equipment from the track after use
  - e) be aware of other athletes at all times as you prepare to restart your training
  - f) spectators/non-participants should stay behind the fencing which surrounds the track
- ii. Athletes should try to ensure they arrive punctually for training sessions; and inform a member of the coaching staff if they are going to miss training.

## **7. Younger Athletes**

- i. Athletes should ensure that their parents know where they are at all times and what time training starts/ends.
- ii. Athletes should be aware that there is a member responsible for dealing with child protection issues who should be consulted as and when necessary.

### **Guidelines for Parents of Younger Athletes**

- i. Parents should always collect younger athletes on time or inform the club coaches/officials if they are unable to do so.
- ii. If a concern is raised about any of the Club activities the Club officials should be informed as soon as possible.
- iii. Coaching sessions outside the usual recognised club sessions will not be subject to Club insurance if the details have not been notified in writing to the Management Committee in advance. It is not the responsibility of the parents to check that the coaching session is covered by the necessary insurance.

## **NORTH DOWN ATHLETICS CLUB**

### **CODE OF CONDUCT FOR COACHES, ASSOCIATE MEMBERS, VOLUNTEERS/HELPERS AND OFFICIALS**

These guidelines have been produced to help protect anyone working with young people in North Down Athletics Club and should be followed at all times. If you have any queries regarding these please contact any Management Committee member or the person looking after Child Protection.

1. Always be publicly open when working with the younger athletes. Avoid situations where you and an individual younger athlete are completely unobserved.
2. If physical contact is necessary, it should be done openly. Care is needed as it is difficult to maintain hand positions when providing manual support if the younger athlete is constantly moving. Some parents are becoming increasingly sensitive about touching younger athletes and their views should always be carefully considered.
3. Where possible allow parents to take responsibility for their younger athletes in changing rooms. If groups are to be supervised in changing rooms, always ensure that adults work in pairs and that gender is appropriate. If travelling to an event is necessary, make sure that verbal (preferably written) permission is given by the parents. Parents should be asked to ensure that younger athletes are collected on time.
4. Where mixed teams compete away from home they should always be accompanied by at least one male and one female adult.
5. All should respect the rights and dignity and worth of all and treat everyone with equality.
6. All should place the well-being and safety of the performer above the development of performance. They should follow all guidelines laid down by the BAF Athletics UK and NIAF (including the coach/athlete ratio) and be adequately insured. Always make sure that you are working at a level commensurate with your coaching qualifications.
7. Members working with younger athletes should hold appropriate qualifications in coaching or officiating or work under the supervision of a qualified athletics coach or qualified athletic official.
8. Adults should ensure that the activities which they direct or advocate are appropriate to the age, maturity and ability of the performer eg they should not break rules on suitable competition for age groups. Sessions should include clear progressions and coaches should keep a clear record of all sessions undertaken, clearly planning for future sessions. It is advisable to keep a training/coaching diary.

Make sure that all athletes know to inform the coach of any injury or illness before, during or after the activity.

9. Adults should always promote the positive aspects of athletics and never condone rules violations, bad sportsmanship or use of prohibited substances.

10. Adults should consistently display higher standards of personal behaviour and appearance as well as appropriate dress, language and respect for equipment and facilities. It is not acceptable for adults responsible for younger athletes to consume alcohol. Adults should never encourage younger athletes to drink alcohol.

11. Adults should never overtly criticise athletes or officials or use language or actions which may cause the younger athlete to lose self-esteem or confidence.

All members must also be aware that as a general rule it does not make sense to:

- \*Spend amounts of time along with younger athletes away from others
- \*Take younger athletes alone on car journeys, however short
- \*Take younger athletes to your home

If it should arise that such situations are unavoidable they should only take place with the full knowledge of someone in charge in the Club and/or a person with parental responsibility for the younger athlete.

Coaches and helpers should be aware that normal circumstances do not cover them for transporting athletes to and from events

All coaches and helpers should try to be on time; and inform an appropriate person if ill or unable to attend a coaching session.

Members should NEVER!

- \*Engage in rough physical or sexually provocative games including horseplay
- \*Share a room with a younger athlete
- \*Permit or engage in any form of inappropriate touching
- \*Permit younger athletes to use inappropriate language unchallenged
- \*Make sexually suggestive comments to younger athletes, even in fun
- \*Allow allegations made by a younger athlete to go unchallenged, unrecorded or not acted upon
- \*Do things of a personal nature that a younger athlete can do for themselves
- \*Agree to meet an athlete on your own

If you accidentally hurt a younger athlete, or cause distress in any manner, or the younger athlete appears to respond in a sexual manner to your actions, or misunderstands, or misinterprets something you have done, report the incident to a colleague supported by a brief written report of the incident as soon as possible. Parents/carers should be informed of the incident.

## **EMERGENCY ACTION/FIRST AID**

All coaches, helpers and members should be prepared with an action plan in the event of an emergency.

This will include:

\*ACCESS TO FIRST AID EQUIPMENT

\*TELEPHONE CONTACT IF THE PARTICIPANT IS A MINOR

\*TELEPHONE CONTACT TO THE EMERGENCY SERVICES

All accidents, injuries and any untoward event should be recorded in the coaches diary along with a witness statement if though necessary.

An attendance book must be kept for each recognised club session with the presence of each participant noted appropriately. An incident book must be used to record accidents, injuries and any untoward event.

It is the responsibility of the parents to check that the coaching session is covered by the necessary insurance.