



Code of Conduct – Coaches, Officials & Volunteers

Section 1 - Principles of the Code of Ethics and Conduct

Maidstone Hockey Club expects all coaches, officials and volunteers to conform to ethical standards in a number of areas. These areas are clearly laid out in this document and it is imperative that all relevant club personnel have read and understood this code before working with any group of performers.

It is important that the expected standards of ethical behaviour in coaching and volunteering practice are widely publicised and maintained. It is essential that people within the sport and members of the public who are using the services of hockey people are informed of this code and are protected through its application.

Section 2 - Introduction

Hockey is one of the most popular sports for young people. It is important therefore that all who take part are exposed to positive experiences and protected from negative ones.

The role of the coach, official or volunteer within hockey is a very important one. This is any person who is responsible for the development of an individual or group of individuals within the sport. As well as the sporting development the person is also tasked with the all round development of the player, or group of players, within the hockey context.

That person is the mentor, the confidante and the teacher, and therefore must demonstrate exemplary behaviour at all times. That person also has to maintain this level of behaviour when dealing with parents, assistant coaches, hockey managers and other officials involved in the sport.

Sports publications detailing and providing guidance relating to good conduct include sport coach UK's 'Code of Ethic and Conduct for Sport Coaches', 'Working with Children', 'The Coach in Action' and 'Protecting Children'. All personnel are strongly advised to read and apply the England Hockey's 'Safeguarding and Protecting Young People' Policy, which this club has signed up to.

Coaches, officials and volunteers who accept and work to the guidelines within this document are accepting their responsibility to the players they coach, or manage,

and their families, to other colleagues within the sport, to their employer, and to England Hockey.

Procedures are in place to deal with any situation, which could arise, where a coach's application of the 'Code of Conduct – Coaches, Officials & Volunteers' may be called into question. Should such a situation occur it shall be considered in an objective and confidential manner.

The following sections set out the overriding principles that coaches, officials and volunteers are expected to adhere to, so as to ensure that taking part in hockey is a positive and worthwhile experience for all.

Section 3 - Personal Standards

- Personal appearance is of great importance when coaching or managing, and although individual taste will affect differences in appearance, the coach, official or volunteer has a responsibility to look clean and project an image of functional efficiency at all times.
- They should never smoke while coaching.
- They should never coach or manage under the influence of alcohol under any circumstances.
- They should avoid using profanities during coaching or management sessions.

It is recommended that coaches, officials and volunteers should:

- Consistently project a favourable image of the sport and of coaching or managing to the players they are working with, their parents/families/guardians, officials, spectators and the general public.
- Try and encourage performers to work within Discipline Guidelines contained in the England Hockey Articles of Memorandum.
- Make sure that the level of activity carried out by the performers is suitable for their age, strength, maturity and the ability of each individual performer.
- Encourage appropriate behaviour by the performers during both training and competition.
- Encourage the performers to abide by the rules of the sport. All performers should be encouraged to uphold the spirit of the sport.
- Make a positive effort to educate the performers as to the improper use of substances that are on the sport's banned drugs and substances list.
- Help the performers to deal with victory and defeat in a sporting manner, and encourage them at all times to treat opponents with due respect.

Section 4 - Relationships

- Coaches, officials and volunteers have a responsibility to set and uphold the boundaries between a working relationship and friendship between themselves and the performers. This is especially important when the performer is a young person.

- It is recommended that they should be concerned at all times with the safety and well being of the performers. There should be a sensible balance between performance and the emotional, physical, social and developmental needs of the performers.
- If any part of a coaching process requires physical contact between coach and performers, it is recommended that coaches ensure that no action on their part could be seen as inappropriate. It is essential that all coaches are aware and adhere to the England Hockey guidelines with regard to such situations.
- As the relationship between the coach, official or volunteer and performer is based heavily on trust it is important that all coaches can offer proof of experience and qualification.
- Coaches will undoubtedly build up strong relationships with performers, and in some cases will travel and reside with them during the course of competition. At no time is a coach to use this privilege to place undue pressure or exert influence over performers to gain personal benefit for themselves or their club.
- Coaches will, in the course of a working relationship, gather much information about performers. It is important that an appropriate degree of confidentiality is maintained and that personal information is not divulged without the permission of the performer. At times coaches will be asked to provide relevant information concerning a player's performance and development and an agreement must be made between the coach and the performer with regard to the passing on of such information.

Section 5 Health and Safety

- Coaches, officials and volunteers have a responsibility to make sure that performers have a safe environment to work and play within.
- If an accident occurs it is recommended that the individual follows the steps laid out in the England Hockey Health and Safety Pack.
- Coaches have a responsibility to protect children from any form of abuse during training sessions, competition and whilst in their care.
- * All Coaches should be First Aid trained.
- * Coaches should ensure that there is a First Aid kit on the pitch side, during matches and training.
- It is recommended that coaches carry out their work in keeping with the regular and approved practice adopted and laid out by the association.
- It is recommended that any activities carried out by coaches should be suitable for the age, maturity, strength and ability of the performer.
- It is essential that coaches do not attempt to coach techniques or skills that have not been covered in their specific level of coach award qualification. Any attempt to do so will invalidate the club's insurance cover.

Section 6 - Expectations

Coaches should clarify the level of commitment expected from performers at the outset of any agreement. Details should include number and length of sessions, attendance at matches or competition, fees and method of payment. In the same

respect, the performers should state the expectation of the outcome of the coaching.

- It is recommended that coaches declare any other coaching commitments they already have before working with club members.
- Coaches who start to experience conflict between obligation to their performers and to other parties must make all parties aware of the conflict in an attempt to solve it.
- It is recommended that where coaches receive payment for their work/time that the fee they command is in line with the suggested scale set out by England Hockey.

Section 7 – Equal Opportunities

It is recommended that coaches, officials and volunteers respect the rights of every human being they work with, and treat all as equals within the context of their activity and ability. This must be regardless of age, ethnic origin, gender, religion, sexual orientation, cultural background or political affiliation.

- They all should try and ensure that any activity under their supervision is free from any form of non-equitable behaviour.

Section 8 - Competency and the England Hockey Coach License

- It is recommended that coaches confine themselves to carrying out sessions in accordance with the experience gained whilst obtaining their highest qualification.
- It is recommended that coaches are able to recognise when to pass performers on to other clubs or agencies. It is important that coaches have the performers' best interests at heart at all times. It is also the responsibility of coaches to verify, as far as possible, the integrity of any club or agency, which they are referring the performers to.
- It is important that coaches take responsibility for their own continuous professional development, making the most of opportunities offered to them through England Hockey or other education agencies.
- It is important for coaches to be objective about their coaching ability. If at any time they feel concerned about their ability to coach at a certain level, or about their effectiveness in a certain situation it is up to them to find help or withdraw if necessary.
- Under the 'England Hockey Coach License Scheme' all coaches will be required to undergo continuous professional development to maintain their license to coach. All necessary support will be offered to them to do so.

Section 9 - Complaints Procedure

Anyone wishing to make a complaint about any person acting in the capacity of a Maidstone Hockey Club coach within the context of these guidelines must follow the set procedure.

1. Report the matter to England Hockey.

2. Report the matter to Maidstone Hockey Club.
3. If the complaint involves a minor [young person], a report should also be made to the local Police and KCC's Young Persons' Services.
4. On receipt of a complaint, procedural guidelines will be issued to all parties.

For further information or for any queries concerning the 'Code of Conduct - Coaches' please contact:

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