



# Code of Conduct for Coaches and Volunteers



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## Executive Summary

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Chelmsford Karate are committed to upholding the very best standards of safeguarding for all its members and staff. This document forms part of the Chelmsford Karate Clubs safeguarding policies and procedures.

## Document Purpose

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This document outlines the steps all coaches and volunteers should take to ensure their practice, teaching, assisting, and general activities are conducted in a safe and appropriate manner

## Your Responsibilities

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- Arrive in plenty of time to set up equipment for the training session
- Stay informed and up to date about sound coaching practices
- Be reasonable in your demands on participants time, energy, and enthusiasm
- The successful coach invests in the well-being and interests of their students
- Never ridicule or shout at a student for making a mistake
- Divide your time equally between all standards of students
- Ensure adequate insurance cover is in-place for all classes
- Make sure that you have the required and appropriate staffing ratios of adult to participant in-place prior to the class
- Take responsibility for the young people in your care until they have safely left the activity
- The coach shall not do anything which is likely to intimidate, offend, insult, humiliate or discriminate against any other person on the ground of gender, race, disability, age, religious or political belief, sexual orientation, social background, ethnic origin, language, marital or civil partnership status or pregnancy
- Report any concerns about allegations of abuse or poor practice to the club Welfare Officer
- Listen to any concerns that parents or students might have
- Respect your position of Trust and maintain appropriate boundaries and relationships with your students. Engaging in sexual behaviour with any child under 16 is illegal
- Keep any coaching and safeguarding training up to date
- Keep children in your sessions safe by supervising appropriately, using safe methods and techniques, and putting children's safety first
- Respect children's rights whilst being honest and open with them
- Stop the session if an injury occurs, administer first aid, and call for Emergency Services if necessary
- Challenge and address instances of poor, negative, aggressive, or bullying behaviour amongst the students
- Ensure equipment is fit for purpose, safe to use and accessible
- Use constructive and positive methods of developing children's skills, without humiliating or harming them
- Lead by Example when it comes to good sportsmanship positive behaviour and commitment to the sport
- Develop positive relationships with parents and catch up with them regularly about their child's development
- Make the club a friendly and welcoming place to be

## Your Rights

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- Enjoy the time you spend in your role
- Have access to ongoing training in all aspects of your role
- Be listened to
- Be involved and contribute towards decisions with the club or activity
- Be respected and treated fairly by all parties
- Feel welcomed, valued and not judged based on your race, gender, sexuality or ability
- Be protected from physical or emotional abuse from children or parents and be supported to resolve conflicts

All staff, coaches and volunteers are expected to follow the behaviours and requests set out in this code. If any staff member or volunteer behaves in a way which contradicts any of the points set out above, we'll address the problem straight away and aim to resolve the issue.

Continued issues and repeated breaches of this code may result in disciplinary action.