

Stowmarket Volleyball Club Club Handbook

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CHANGE HISTORY

- Version 4 - July 2024
 - Child Protection Policy replaced with more generic Safeguarding Policy covering adults at risk as well as children. The new policy is in line with Volleyball England's latest template.
 - Anti-doping section added.
- Version 3 – January 2013

CODE OF CONDUCT FOR PLAYERS

The essence of good ethical conduct and practice is summarised below. All players must:

- Always adhere to the positive aspects of the sport and show respect for match officials, volunteers, coaches and opposing players.
- Accept responsibility for their own behaviour and performance during practice and matches; representing the club in a positive way.
- Respect and look after all training and playing areas at all times, leaving venues the way that they were found.
- Abide by the instructions of their coach and officials, provided that they do not contradict the spirit of their code of conduct.
- Use correct and proper language at all times.
- Accept success and failure, victory and defeat equally.
- Make every effort to attend club training sessions.
- Resist any temptation to take prohibited substances or use prohibited techniques.

CODE OF CONDUCT FOR PARENTS/GUARDIANS

- Encourage your child to learn the rules and play within them
- Discourage unfair play and arguing with officials
- Help your child to recognise good performance, not just results
- Never force your child to take part in volleyball
- Set a good example by recognising fair play and applauding the good performances of all
- Never punish or belittle a child for losing or making mistakes
- Publicly accept officials' judgements
- Support your child's involvement and help them to enjoy their volleyball
- Use correct and proper language at all times

CODE OF CONDUCT FOR CLUB OFFICIALS AND VOLUNTEERS

The essence of good ethical conduct and practice is summarised below. All volunteers and officials must:

- Consider the wellbeing and safety of participants before the development of performance
- Develop an appropriate working relationship with performers, based on mutual trust and respect
- Make sure all activities are appropriate to the age, ability and experience of those taking part
- Promote the positive aspects of Volleyball (e.g. fair play)
- Display consistently high standards of behaviour and appearance
- Follow all guidelines laid down by the Volleyball England and the club
- Hold the appropriate, valid qualifications and insurance cover
- Never exert undue influence over performers to obtain personal benefit or reward
- Never condone rule violations, rough play or the use of prohibitive substances
- Encourage performers to value their performances and not just results

JUNIOR CLUB RULES

The club is fully committed to safeguarding and promoting the wellbeing of all its members. The club believes that it is important that members, coaches, 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 Club Welfare Officer.

As a member of the club you are expected to abide by the following junior club rules:

- All members must play within the rules and respect officials and their decisions
- All members must respect opponents
- Members should keep to agreed timings for training and competitions or inform their coach or team manager if they are going to be late
- Members must wear suitable kit for training and match sessions, as agreed with the coach/team manager
- Members must pay any fees for training or events promptly
- Junior members are not allowed to smoke on club premises or whilst representing the club at competitions
- Junior members are not allowed to consume alcohol or drugs of any kind on the club premises or whilst representing the club.

EQUITY POLICY STATEMENT

- This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following English Volleyball Association's definition of sports equity:

The English Volleyball Association (EVA) supports the principle of equal opportunities for all participants, member, representatives and employees whilst working for, or on behalf of the EVA. It opposes all forms of unlawful and unfair discrimination on the grounds of age, colour, race nationality, religion, ethnic or national origin, gender, marital status, sexuality, or unrelated criminal convictions, or disability.

- The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- The club is committed to everyone having the right to enjoy Volleyball in an environment free from threat of intimidation, harassment and abuse.
- All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

SAFEGUARDING POLICY

Stowmarket Volleyball Club believes that everyone has the right to live free from abuse or neglect regardless of age, ability or disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status.

Furthermore, our club believes that all members of the volleyball community have responsibilities to help protect young people and adults at risk.

We are committed to creating and maintaining a positive environment where all concerns will be listened to, acted on appropriately and all participants treated with respect.

Safeguarding means promoting the safety and welfare of people. Safeguarding is a term used to incorporate good practice and is wider than "child protection". Child protection is still an essential element of this policy and is about acting on concerns about a young person or individual.

This policy aims to cover:

- The legislation, our commitment and procedures for safeguarding.
- Our role and responsibility for safeguarding.
- What to do or who to speak to if someone has a concern relating to welfare or wellbeing.

A child is an individual aged under 18 years.

An adult at risk is an individual aged 18 years and over who:

- has needs for care and support (whether or not the local authority is meeting any of those needs) AND;
- is experiencing, or at risk of, abuse or neglect, AND;
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

As part of this policy, we will:

- Adopt and promote safeguarding best practice through our policies, procedures and code of conduct for members, volunteers, parents & carers.
- Ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to adults at risk.
- Ensure appropriate access is taken in the event of all incidents or concerns, both lower-level and concerns of abuse, and support provided to the individual(s) who raise or disclose the concern.
- Ensure that confidential, details and accurate records of all safeguarding concerns are maintained and securely stored.
- Appoint a nominated Club Welfare Officer (CWO).
- Develop and implement an effective online safety policy.
- Share information about safeguarding and good practice.
- Make sure that everyone knows where to go for help if they have a concern.

REPORTING PROCEDURES

An important consideration for all members, volunteers and participants within our club is that all concerns about children and adults at risk should be reported. It is not the responsibility of individuals to determine whether abuse has taken place, but it is their responsibility to follow these procedures to report concerns.

Concerns can come from a variety of sources:

- Observations of changes in behaviour
- Observations of an incident
- Reports by the children or adults at risk themselves
- Someone else informing you about a concern.
- Concerns may include general concerns about welfare, concerns about bullying or poor practice, suspicions or allegations of misconduct or abuse, or concerns about anxiety issues or mental health. They could also be concerns relating to the behaviour of any child or adult involved or spectating at your club.

If somebody tells you about a concern:

- Listen to them and let them know that you will need to report this concern in order to keep them safe.
- Do not promise to keep secrets.
- Reassure the person that they have done the right thing in talking to you.
- Only ask questions that assist you in reporting the concern to the CWO or Volleyball England Lead Safeguarding Officer.

If you have concerns about the welfare of someone, you should follow these procedures:

- Find out as much as you need to determine whether this is a concern (see the below information about how to record a disclosure).
- If there is an immediate risk, call 999 and keep a record of the person you spoke to.
- Inform the Club Welfare Officer. The CWO will inform parents, carers or spouse of the concerns unless this would pose a risk to the child / adult at risk. If the concern is about the CWO then please report to [Volleyball England](#).

Our Club Welfare Officer's details can be found at:

- <https://www.stowmarket-volleyball.org.uk/about-us/>

Who can help support you:

- Volleyball England ([Lead Safeguarding Officer](#))
- For children: LADO (Local Authority Designated Officer)
- For adults at risk: [Ann Craft Trust](#)
- Sport Welfare Officer (based at your local Active Partnership)

Our club believes that all members of the volleyball community have responsibilities to help protect young people and adults at risk.

Useful links

Children	Adults at risk
Safeguarding and Protecting Children Policy and Guidance from Volleyball England	Safeguarding Adults Policy and Guidance from Volleyball England
Online Safety Policy from the NSPCC's Child Protection in Sport Unit	Six Principles of Adult Safeguarding Safeguarding Adults Definitions
Committee Roles support	
Training and Certification opportunities	
Apply for a DBS Check	
Reporting a concern guidance for CWO from Volleyball England	Reporting a concern guidance for CWO from Volleyball England
Report a Concern to Volleyball England	

ANTI-DOPING

Regardless of the level they play at, all athletes have the right to compete knowing that they and their competition have not taken any banned athletic performance-enhancing drugs.

All athletes need to be aware of the principle of strict liability. This means that all athletes are solely responsible for any banned substance they use, attempt to use, or that is found in their system, regardless of how it got there and whether or not they had an intention to cheat.

For more information see <https://www.volleyballengland.org/support/anti-doping>.