[](http://www.staroftheseaac.com/)

**Rights for Young Athletes**

**Young athletes are entitled to:**

* Be listened to
* Be safe and to feel safe
* Be treated with dignity, sensitivity and respect
* Participate on an equal basis
* Be happy, have fun and enjoy sport
* Experience competition at a level at which they feel comfortable
* Make complaints and have them dealt with
* Confidentiality

**Code of Conduct for Young Athletes**

**Young athletes should always:**

* Treat Sports Leaders with respect
* Act fairly at all times, do their best
* Respect other club members
* Respect opponents and be gracious in defeat
* Behave in a manner that avoids bringing the club and/or sport of Athletics into disrepute
* Participate in athletics because they enjoy it, not because it is expected of them by others
* Abide by the rules
* Talk to childrens officer if they have any problems

**Young athletes should never:**

* Cheat
* Use violence or physical contact that is not allowed within the rules
* Use bad language
* Shout or argue with officials, team mate or opponents
* Cause harm or damage property
* Bully or use bullying tactics to isolate another athlete
* Take banned substances
* Keep secrets, especially if they cause harm
* Tell lies
* Spread rumours

[](http://www.staroftheseaac.com/)

**Code of Conduct for Coaches**

**Coaches should always:**

* Be reasonable in the demands on young athletes’ time, energy and enthusiasm
* Be positive during sessions, praise and encourage effort as well as results
* Plan and prepare appropriately
* Put welfare of the athletes first, strike a balance between this and winning/results
* Encourage fair play and treat participants equally
* Avoid over-coaching the better performing athletes or any individual athlete
* Involve parents where possible and inform parents when problems arise
* Keep a brief record of problem/action/outcomes, if behavioural problems arise
* Demonstrate appropriate social behaviour, by not harassing athletes, other coaches or officials, smoking in the arena or training grounds, or being intoxicated

**Where possible Coaches should avoid:**

* Spending excessive amounts of time with children away from others
* Taking sessions alone
* Taking children to their home
* Taking children on journeys alone in their car
* Use of bad language

**Coaches should never:**

* Use any form of punishment or physical force on a child
* Exert undue influence over a participant in order to obtain personal benefit or reward
* Engage in rough physical games, sexually provocative games or allow or engage in inappropriate touching of any kind, and/or make sexually suggestive comments about, or to a child
* Take measurements or engage in certain types of fitness testing without another adult present.
* Undertake any form of therapy (hypnosis, etc) in the training of young athletes

[](http://www.staroftheseaac.com/)

**Code of Conduct for Parents**

**Parents should:**

* Encourage children to participate if they are interested. However, if a child is not willing, do not force him or her
* Focus upon the child’s efforts rather than the overall outcome of the event
* Teach children that an honest effort is important as victory
* Encourage children to always participate according to the rules
* Never ridicule or shout at a child for making a mistake or losing an event
* Remember children are involved in athletics for their enjoyment, not yours
* If you disagree with an official, raise the issue through the appropriate channels rather than questioning the official’s judgement and honesty in public. Remember, all officials volunteer their time and effort for your child’s involvement
* Support all efforts to remove verbal or physical abuse at Star of the Sea AC
* Recognise the value and importance of being a volunteer official and/or coach. They give of their time and resources to provide recreational activities for the children and deserve your support
* Demonstrate appropriate social behaviour, by not harassing athletes, coaches or officials, smoking in the arena or training ground, or being intoxicated
* Avoid using bad language

[](http://www.staroftheseaac.com/)

**Disciplinary Policy**

**In the event of non-compliance with the stated Code of Conduct of Star of the Sea AC by a young athlete, the Club’s agreed policy is as follows:**

**First Incident**

The coach in question will speak to the child explaining the errant behaviour and issue a verbal warning. The details of the incident will be recorded in the log book and the parent of the child involved will be notified.

**Second Incident**

If behaviour does not improve, the coach in question will speak to the parent of the child involved again, informing the parent that they will now be required to accompany and monitor the child at the next training session. The details of the incident will be recorded in the log book.

**Third Incident**

If behaviour does not improve, the parent will be informed that the child will be removed from training for two full calendar weeks. The details of the incident will be recorded in the log book.

**Fourth Incident**

If the child returns to training and behaviour still does not improve, the child will be expelled from the club and the parent will be notified in writing.

[](http://www.staroftheseaac.com/)

**Appeals / Grievance Procedure**

**In the event of a parent wishing to appeal a sanction under the Star of the Sea AC Disciplinary Policy or another coaching decision, the following procedure should be followed:**

The parent should put their appeal in writing and send it to the club secretary at the address stated in the Contact section on the club website [www.staroftheseaac.com](http://www.staroftheseaac.com). Under no circumstances should a coach be contacted directly, either by phone or in person.

The Club will schedule a meeting with the coach, the athlete and their parent plus one other appointed committee member. If a grievance still exists after this meeting, the Club will schedule a meeting with the coach, the athlete and their parent, plus the Coaching Officer and the Chairman of the Club. If the grievance involves either the Coaching Officer or the Chairman, another committee member will be appointed to be responsible for ensuring due process is served.

[](http://www.staroftheseaac.com/)

**Complaints Procedure**

* Complaint is received by the secretary and communicated to seniors officer if a senior member or childrens officer if a juvenile member
* Member against whom the complaint is made should be informed of the nature of the complaint being made against them within one working day of the complaint being received by the club.
* A disciplinary committee should be formed consisting of a club committee member, seniors officer if a senior member, or childrens officer if a juvenile member and an ordinary member of the club. The committee should meet and review the complaint and discuss separately with the complainant and the accused member. This should be done within 10 working days.
* The disciplinary committee should notify the member of any sanction being imposed or not. The notification should be made in writing, setting out the reasons.
* The member has a right to appeal any decisions to an appeals committee independent of a disciplinary committee. Any appeal should be made in writing within 10 working days of the decision of the disciplinary committee. The Chairperson of the appeals committee should be a member of the club management committee along with two other ordinary members, neither of whom has participated on the disciplinary committee leading to the appeal.
* The club appeals committee has the power to confirm, set aside or change any sanction imposed by the disciplinary committee.

[](http://www.staroftheseaac.com/)

**Accident & Incident Report Form**

**Name of Injured Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address of Injured Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Where did the accident take place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of incident / accident: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of person in charge of session / competition: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Type of session / competition: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Nature of incident / accident and extent of injury: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Give full details of action taken during any first aid treatment and name(s) of first aider(s):**

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**Were any of the following contacted?**

**Parents / Carer / Spouse: YES / NO**

**Police YES / NO**

**Ambulance YES / NO**

**What happened to the injured person following the incident / accident? Eg, carried on with session, went home, went to hospital, etc.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Contact details for at least one witness:**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**All of the above information reflects the true nature of the incident / accident.**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**