

CODES OF CONDUCT FOR STAFF & VOLUNTEERS

All members of staff and volunteers at Winchester Racquets and Fitness agree to:

- Prioritise the well-being of all children and adults at risk at all times
- Treat all children and adults fairly and with respect
- Be a positive role model. Act with integrity even when no one is looking
- Help to create a safe and inclusive environment both on and off court
- Not allow any rough or dangerous behaviour, bullying or the use of bad or inappropriate language
- Report all allegations of abuse or poor practice to the club Welfare Officer
- Not use any sanctions to humiliate or harm a child or adult at risk
- Value and celebrate diversity and make all reasonable efforts to meet individual needs
- Keep boundaries between professional and personal life, including on social media
- Have the relevant consent from parents/carers, children, and adults before taking or using photos or videos
- Refrain from making physical contact with children or adults unless it is necessary as part of an emergency or congratulatory (e.g. handshake/high five)
- Refrain from smoking and consuming alcohol during club activities or coaching sessions
- Ensure roles and responsibilities are clearly outlined and everyone has the required information and training
- Avoid being alone with a child or adult at risk unless there are exceptional circumstances
- Refrain from transporting children or adults at risk, unless this is required as part of a club activity (e.g. away match) and there is another adult in the vehicle
- Not abuse, neglect, harm or discriminate against anyone; or act in a way that may be interpreted as such
- Not have a relationship with anyone under 18 for whom they are coaching or responsible for
- Not have a relationship with anyone over 18 whilst continuing to coach or be responsible for them

This policy is reviewed every two years (or earlier if there is a change in national legislation).
Last reviewed: May 2023