



South Wilts Sports Club
Wilton Road
Salisbury SP2 9NY

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junior section

www.salisburyhc.co.uk

Parent welcome pack

The aim of this pack is to provide parents, both new and existing with information about the club, the coaching and what you and your children can expect

Please note any reference to 'Parent' in this pack refers equally to 'Guardian and Carer

Salisbury Hockey Club

Child Protection Policy

Responsibilities

- Promote the health and welfare of children by providing opportunities for them to take part in Hockey safely.
- Respect and promote the rights, wishes and feelings of children.
- Promote and implement appropriate procedures to safeguard the well being of children and protect them from abuse.
- Recruit, train, support and supervise its members to adopt best practice to safeguard and protect children from abuse and to minimise risk to themselves.
- Require members to adopt and abide by this Child Protection Policy and these Procedures.
- Respond to any allegations of misconduct or abuse of children in line with this Policy and these Procedures as well as implementing, where appropriate, the relevant disciplinary and appeals procedures.

Parents of Junior Members will:

- Encourage their child(ren) to attend regularly and support them in their participation.
- Ensure that their child(ren) are suitably equipped to play hockey safely.
- Ensure that they arrive promptly for training sessions and matches and are collected promptly at the notified times.



Salisbury Junior Hockey Club Details

Salisbury Hockey Club provides opportunities for all young people, their parents and volunteers to become involved in hockey. The club encourages fun, participation, sportsmanship and the social aspects of sport to anyone interested in participating. All we ask in return is that you respect the other members of the club, other teams and officials who support the game.

Annual membership fee is:

One junior member in the family	£ 40.00
Second or more junior member in the family	£35.00

These due as soon as possible from the beginning of the season and cover the cost of all training and coaching sessions at Salisbury Hockey Club. A match fee of £2.00 will be due at each match (home or away) to cover the cost of travel, pitch fees and teas. . If the junior also plays in senior matches on Saturday a match fee of £4.00 will also be levied on the Saturday. Any parent carrying a full car of players to away matches shall receive 18p/mile.

Please note that all subs for members 18 and under are paid to the Junior section if they play at least one game for the junior teams regardless of which other senior teams they play for.



You will be provided with a parent/guardian/carer consent form which also includes questions for medical information, contact numbers, in case of emergency and for other information which will help the committee run the club. Please ensure it is completed as soon as possible and returned to your coach.

The club recommends your child wears shin pads and a mouth guard/ gum shield at every session. Due to hygiene considerations these cannot be provided by the club and must be your own.

All players (except those in the minis) will be expected to have their own kit including sticks and footwear suitable for artificial turf pitches (no studs) Clothing which will comprise of: Girls - navy shirts, navy skirts and navy socks. Boys – Yellow shirts, navy shorts and yellow socks. Girls shirts (£10.00), Boys shirts (£10.00) and socks (£3.00) will be on sale on Sundays at training sessions.

Fixture lists are prepared as near to the beginning of each new season as is possible and will be available on the junior website www.salisburyhc.co.uk . We encourage both players and parents to use the website as much as possible as we hope to have results; news and other things of interest (social and fund raising events) continually updated on this site as well as coach and committee contact details.



Over and above the training sessions on Sunday mornings the club has a series of matches throughout the season against other clubs in the surrounding area. We encourage everyone to play in these. Players may be selected to go to county trials and if successful will participate in county training, finally representing Wilshire at the county tournament.

As well as matches the club runs friendly tournaments at the end of the season. To finalize the season a friendly parents vs junior members match usually followed by a BBQ is also held at the club. Here we award our annual prizes for the players' of the year.

During the season social events are sometimes organized. These may include skittles evenings, trips to premierships games or any other ideas which are brought forward.



Club Training

Training sessions will be on Sunday mornings from 9.30 to 10.45 and home matches will be either at 11.00 or 12.30. We also would encourage all juniors in years 10, 11, 12 and 13 to attend the adult training sessions on Wednesday evenings at 7.00pm to 8.30pm and to make themselves available to play in the adult fixtures on Saturdays.

The club enters fixtures and tournaments for boys and girls in the minis, U12, U14 and U16 age groups in the local leagues. Members may be asked to attend county trials and if selected will represent Wiltshire in the West Counties Age Group Tournaments. Some players at these tournaments may be selected to attend West trials and then have the opportunity for further selection to the West side to play at the national age group tournaments.

Away games are always a difficulty. Assistance from parents to help transport children to and from games is always appreciated. For all games, supporters with encouraging voices are always welcome and assistance with teas after home games is also always appreciated. There is always a fully qualified coach and a first aid qualified person at the training sessions and each age group has a First Aid Kit that is taken to all matches. Any special medication and insurance is the responsibility of the individual. At training the players are split into groups according to age and ability. Coaches are friendly and approachable and encourage all members to participate in all aspects of the training and in matches.



Salisbury Hockey Club Organisation

As with the majority of sports clubs, this club is run by volunteers. These people are players, parents and other supporters who give their time to ensure children benefit. They administer the club, conduct the coaching and transport children to activities and games.

Junior Committee

The 2009/2010 junior committee is as follows:

Chairperson	A Barrett
Secretary	Marianne Hawksworth
Treasurer	Linda Easterbrook
Fixtures Secretary	Jo Twigwell
Welfare Officer	Ruth Croxall
Coaches	Wes Twigwell, Andy Manders, Alistair Barrett, John Baker, Miranda McTaggart, Maundrell, Jill Thorne

These people work hard for the club and any assistance you can give them would be greatly appreciated. If you would like to find out more or volunteer for one of the above positions please contact Andy Manders.

Coaching or Umpiring

If you are interested in becoming a coach or umpire, the Wiltshire and Swindon Sports Partnership runs courses for each of these roles. To find out more please contact any of the coaches, or look at the WASSP Website, www.wassp.co.uk. The club is able to assist with costs of training. No experience, only enthusiasm required!



Volunteer Opportunities within Salisbury Hockey Club

Each year the club is run by volunteers working together to run the junior section. These activities include coaching, umpiring, preparing fixtures, organizing and running matches and tournaments, fundraising for extra facilities, organizing social events and so on. We are always appealing for help. No experience is needed and the club can offer courses in coaching umpiring and first aid. Also any skills parents have may be useful in the many facets of running the club. Accounting, legal, consulting, building carpentry and general administration skills can all help. We understand the time commitments of parents but would appreciate any support available.

A number of ways you can support the club include

- n Join the committee and assist with the many of the behind the scenes issues of the club
- n Assisting at training sessions. eg collecting money, selling kit, helping with coaching.
- n Driving children to matches
- n Running fundraising events
- n Organising a social event for the young members
- n Helping on the committee.

If you are interested in supporting the club through any of these methods please contact any of the coaches or committee members.



Coaches Code of Conduct

The Salisbury Hockey Club supports and requires the following good practice by coaches when in contact with children and vulnerable adults.

- n Make sport fun, enjoyable and promote fair play;
- n Always work in an open environment avoiding private or unobserved situations and encourage an open environment for activities;
- n Treat all children equally, with respect and dignity;
- n Put the welfare of each child first before winning or achieving performance goals;
- n Be an excellent role model including not smoking or drinking alcohol in the company of children;
- n Give enthusiastic and constructive feedback rather than negative criticism;
- n Ensure that if any form of manual or physical support is required for a child, it is provided openly, the child is informed of what is being done and their consent is obtained;
- n Deliver educational instruction first verbally; secondly role-modelled; and thirdly, and only if necessary, with hands on which must be accompanied by telling the child where you are putting your hands and why it is necessary and obtaining their consent;
- n Involve parents, guardians and carers wherever possible;
- n Build balanced relationships based on mutual trust that empower children to share in the decision making process; and
- n Recognise the developmental needs and capacity of children and avoid excessive training or competition and either pushing them against their will or putting undue pressure on them



Participants Code of Conduct

The Salisbury Hockey 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 any of the committee or coaches.

As a member of The Salisbury Hockey Club you are expected to abide by the following club rules:

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



General guidelines for parents/volunteers in the care of children and young people

It is possible to reduce situations in which abuse can occur and help to protect staff/volunteers by promoting good practice. The following are examples of care which should be taken when working within a sports context:

- n Always be public and open when working with children or young people. Avoid situations where a teacher/coach and individual child or young person are completely unobserved.
- n Always treat players in an open environment or, if treatment is required within a closed area, ensure parents/carers are aware of this.
- n Where appropriate, parents/carers should take on the responsibility for their children or young people in the changing rooms. If groups have to be supervised in the changing rooms, always ensure teachers/coaches work in pairs.
- n Where there are mixed teams away from home, they should always be accompanied by a male and female coach/official.
- n When working with children or young players of the opposite sex, coaches must agree with parents/carers when, or if, it is appropriate to enter the changing area. It may be prudent to set a time, for example, 10 minutes before a game, when the coach could enter the room accompanied by parents/carers, at least one of which must be of the opposite sex.



Everyone should also be aware that as a general rule it does not make sense to:

- n Spend excessive amounts of time alone with a child/young person.
- n Take children or young people alone on car journeys, however short.
- n Take children or young people to your home where they will be alone with you.

If cases arise where these situations are unavoidable, they should only occur with the full knowledge and consent of someone in charge in the organisation and/or the child's/young person's parents.

Adults should never:

- n Allow or engage in rough, physical or sexually provocative games, including horseplay.
- n Share a bedroom with a child or young person.
- n Allow or engage in any form of inappropriate touching.
- n Allow children or young people to use inappropriate language unchallenged.
- n Make sexually suggestive comments to a child or young person, even in fun.
- n Allow allegations made by a child or young person to go unchallenged, unrecorded or not acted upon.
- n Do things of a personal nature for children or young people they can do for themselves.
- n Invite or allow children or young people to stay with you at your home unsupervised.



It may sometimes be necessary for staff or volunteers to do things of a personal nature for children or young people, particularly if they are very young or have a disability. These tasks should only be carried out with the full understanding and prior consent of parents/carers and the children or young people involved. There is a need to be responsive to a child's or young person's reactions – if a child or young person is fully dependent upon you, talk with him/her about what you are doing and give choices where possible. This is particularly so if you are involved in any dressing or undressing of outer clothing or where there is physical contact or lifting or assisting a child/young person to carry out particular activities.

If you accidentally hurt a child or young person, he/she seems distressed in any manner, appears to be sexually aroused by your actions, or misunderstands or misinterprets something you have done, report any such incident as soon as possible to another colleague and make a brief written note of it. Parents or carers should be informed of the incident.

