



1. Code of conduct for coaches and volunteers

Rugby Fives Association coaches and volunteers involved in sport for children and young people have a great opportunity to be a positive role model and help build an individual's confidence.

Coaches and volunteers are expected to:

- Ensure the safety of all children by providing effective supervision, proper pre-planning of coaching sessions, using safe methods at all times.
- Consider the wellbeing and safety of participants before the development of performance.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Treat all young people fairly and ensure they feel valued. Have no favourites.
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all young people and not over-train the young people. Never exert undue influence over performers to obtain personal benefit or reward.
- Be positive, approachable and offer praise to promote the objectives of the club at all times.
- Not let any allegations of abuse of any kind or poor practice to go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the club's procedures. Parents will be informed.
- Never use sanctions that humiliate or harm young people.
- Report accidents or incidents of alleged abuse or poor practice to the designated person.
- Administer minor first aid in the presence of others and where required refer more serious incidents to the club "first aider".
- Have access to telephone for immediate contact to emergency services if required.
- Foster team work to ensure the safety of youth members in their care.
- Ensure the rights and responsibilities of youth members are enforced.
- Establish and address the additional needs of disabled participants or other vulnerable groups.
- Not abuse members physically, emotionally or sexually.
- Not engage in a sexual relationship with a young person for whom they are responsible
- Maintain confidentiality about sensitive information.
- Respect and listen to the opinions of young people.
- Take time to explain coaching techniques to ensure they are clearly understood.
- Develop an appropriate working relationship with participants, based on mutual trust and respect.
- Be a role model, displaying consistently high standard of behaviour and appearance (disciplined/committed/time keeping), remember children learn by example.
- Refrain from smoking and consumption of alcohol during club activities or coaching

sessions.

- Never condone rule violations, rough play or the use of prohibited substances.
- Not spend excessive amounts of time alone with children unless there are exceptional circumstances.
- Never take children to their home.
- Not administer First Aid involving the removing of children's clothing unless in the presence of others.
- Hold appropriate valid qualifications and insurance cover.
- Make the sport/activity fun.

Coaches and volunteers have the right to:

- Access on-going training and information on all aspects of leading/managing activities for youths, particularly on Safeguarding.
- Support in the reporting suspected abuse or poor practice.
- Have access to professional support services.
- Fair and equitable treatment by the governing body/club.
- Be protected from abuse by children/youths, other adult members and parents.
- Not to be left vulnerable when working with children.

Any minor misdemeanours and general misbehaviour will be dealt with immediately and reported verbally to the designated person. Serious or persistent breach of the code will result in disciplinary action and could lead to further action or dismissal from the club.

Dismissals can be appealed by the coach/volunteer with final decisions taken by the club committee or referred to the governing body (the RFA Board) depending on the disciplinary procedures within the sport.

Emergency action and first aid: The event organizer, all coaches and RFA members present at an event should be aware of the action plan in the event of an emergency including the following:

- Access to First Aid equipment
- Telephone contact if the participant is a minor
- Telephone contact to the Emergency Services

Clubs should also contact the RFA if they wish to incorporate their own specific guidelines.

Names of coaches / volunteers present at event/match	
Signature of Event / Match Organiser	
Print name of Event / Match Organiser	
Date	



2. Code of conduct for parents, guardians and carers

As parents you are expected to:

- Positively reinforce your child and show an interest in their chosen activity.
- Do not place your child under pressure or push them into activities they do not want to do.
- Where the event or match involves adult participants, complete and return the Registration, Medical and Consent Form pertaining to your child's participation with the RFA Event (see **parental consent form**).
- Deliver and collect your child punctually before and after sessions/matches/the event.
- Ensure your child has clothing and kit appropriate to the weather conditions
- Ensure that proper sportswear, gloves and (if necessary) protective equipment are worn. Any child not in possession of the proper kit will not be permitted to participate.
- Ensure your child is punctual.
- Be realistic and supportive.
- Ensure your child has appropriate showering equipment, plus adequate food and drink.
- Detail any relevant medical concerns or conditions pertaining to their child to the event organizer or on the registration/consent form. Any changes in the state of the child's health should be reported to the coach/school/event staff prior to the activity.
- To inform the event organiser or match manager prior to the event/match starting if your child is to be collected early.
- Encourage your child to play fairly and by the rules, and teach them that they can only do their best.
- Ensure that your child understands their code of conduct.
- Ensure that your child understands the rules of Rugby Fives.
- Behave responsibly while spectating; do not embarrass your child.
- Support and respect the traditions and culture of Rugby Fives, including the general expectation that lets and other disputes are resolved between the players on court at first instance.
- Show appreciation and support the coach/school/event organisers and staff.
- Show appreciation and respect towards other participants in the match or event and do not intimidate, embarrass or distract them during play.
- Accept the judgment and decisions of the organiser and any other RFA official and do not enter the court or area of play.
- Promote your child's participation in playing sport for fun.

As a parents/guardian/carer you have the right to:

- Be assured that your child is safeguarded during their participation in sport.
- Be informed of problems or concerns relating to your children.
- Be informed if your child is injured.
- Have your consent sought for issue such as trips or photography.
- Contribute to decisions within the club.
- Have any concerns about any aspect of your child's welfare listened to responded to.

Any breaches of this code of conduct will be dealt with by the RFA Event/Match Manager or an RFA official.

Persistent concerns or breaches may result in the parent/guardian/carer being asked not to attend games if their attendance is considered detrimental to the welfare of young participants.

The ultimate action should a parent/guardian/carer continue to breach the code of behaviour may be that the RFA regrettably asking the parent/guardian/carer and the child to leave the session, event , match or club.

Names of parents/carers present	
Signature of Event/Match organiser	
Print name of Event/Match organiser	
Date	



3. Code of conduct for children and young people

The Rugby Fives Association 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 RFA General Secretary or Welfare Officer.

Sports clubs should offer a positive experience for children and young people and where they can learn new things in a safe and positive environment.

As a member of the Rugby Fives Association or a participant in its events, you are expected to abide by the following junior code of practice:

Children and young people are expected to:


- Be loyal and give their friends a second chance.
- Be friendly and particularly welcoming to new members.
- Be supportive and committed to other team members, offer comfort when required.
- Keep yourself safe.
- Report inappropriate behaviour or risky situations for youth members.
- Play fairly and be trustworthy.
- Respect the event organisers and officials and accept their decisions.
- Show appropriate loyalty and be gracious in defeat.
- Respect opponents.
- Not cheat or be violent and aggressive.
- Make your club a fun place to be.
- Keep within the defined boundary of the playing/coaching area.
- Behave and listen to all instructions from the coach or event organiser. Play within the rules and respect the event organisers and any official decisions.
- Show respect to other youth members/leaders and show team spirit.
- Take care of equipment owned by the club or the RFA.
- Respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background or religious beliefs or sexual identity.
- Refrain from the use of bad language or racial/sectarian references. This includes bullying, using new technologies such as social media, chat-rooms or texting.
- Not get involved in inappropriate peer pressure and push others into something they do not want to do.
- Refrain from bullying or persistent use of rough and dangerous play.
- Keep to agreed timings for training and competitions or inform their coach or team manager if they are going to be late.
- Wear suitable kit, particularly gloves for training and match sessions, as agreed with the coach/team manager.
- Pay any fees for training or events promptly.

- Not smoke on club premises or while being involved in RFA events and competitions.
- Not consume alcohol or drugs of any kind on the club premises or while being involved in RFA events and competitions.

Children / Young People have the right to:

- Be safe and happy in their chosen activity.
- Be listened to.
- Be respected and treated fairly.
- Privacy.
- Enjoy your sport in a protective environment.
- Be referred to professional help if needed.
- Be protected from abuse by other member or outside sources.
- Participate on an equal basis, appropriate to their ability.
- Experience competition and the desire to win.
- Be believed.
- Ask for help.
- Have any concerns taken seriously and acted on.

Any minor misdemeanours and general misbehaviour will be addressed by the coach and reported verbally to the designated person. More serious or persistent misbehaviour may result in disciplinary action and potentially dismissal from the club/sport. Parents will be informed at all stages.

Disciplinary action can be appealed to the coach with final decisions taken by the club committee or referred to the governing body depending on the disciplinary procedures within the sport. 

Names of children/young persons present (or see attached entrant list)	
Signature of event/match organiser	
Print name event/match organiser	
Date	