



## WOKING HOCKEY CLUB

### Role & Responsibilities of the **COLTS COACHES AND LEADERS**

---

#### **Responsible to**

The Colts Chairman

#### **Responsible for**

Leading and coaching at training sessions and matches

#### **The Role**

The main purpose of the role is to coach players at training sessions, and to lead teams at matches, giving them encouragement and coaching advice.

The Club seeks to have all coaches qualified to a minimum of a Level 1 Coach, and will assist them to obtain this award if required. The club also recommends that all coaches attend a Child Protection and Best Practice Workshop and a First Aid Course every three years.

#### **Code of Conduct**

Woking Hockey Club expects all coaches to conform to ethical standards in a number of areas. These areas are clearly laid out in this document and it is imperative that all coaches have read and understood this code before working with any group of performers.

Woking Hockey Club has a duty to its members to provide guidelines within which hockey coaches work, thus ensuring that all those involved at the club are acting in the best interests of the players at all times.

#### **1. Introduction**

Hockey is one of the most popular sports for young people. It is important therefore that all who take part are exposed to positive experiences and protected from negative ones. The role of the coach within the sport is a very important one. The coach is any person who is responsible for the development of an individual or group of individuals. As well as the sporting development the coach is also tasked with the all round development of the player, or group of players, within the sporting context. The coach is the mentor, the confidante and the teacher, and therefore must demonstrate exemplary behaviour at all times. The coach also has to maintain this level of behaviour when dealing with parents, assistant coaches, managers and other personnel involved in the sport. Sports publications detailing and providing guidance relating to good conduct include sport coach UK's 'Code of Ethic and Conduct for Sport Coaches', 'Working with Children', 'The Coach in Action' and 'Protecting Children'. Coaches are strongly advised to read and apply the England Hockey's 'Child Protection Policy Document'.

Coaches who accept and work to the guidelines within this document are accepting their responsibility to the players they coach and their families, to other colleagues within the sport, to their employer as a coach and to England Hockey.

The following sections set out the overriding principles that coaches are expected to adhere to, so as to ensure that taking part in hockey is a positive and worthwhile experience for all.

#### **2. Personal Standards**

Personal appearance is of great importance when coaching, and although individual taste will affect differences in appearance, the coach has a responsibility to look clean and project an image of functional efficiency at all times.

- Coaches should never smoke while coaching.
- Coaches must not chew gum while coaching.
- Coaches should never coach under the influence of alcohol under any circumstances.
- Coaches should avoid using profanities during coaching sessions.

It is recommended that coaches should:

- Consistently project a favourable image of the sport and of coaching to the players they are working with, their parents/families/guardians, officials, spectators and the general public.
- Make sure that the level of activity carried out by the performers is suitable for their age, strength, maturity and the ability of each individual performer.
- Encourage appropriate behaviour by the performers during both training and competition.
- Encourage the performers to abide by the rules of the sport. All performers should be encouraged to uphold the spirit of the sport.

- Make a positive effort to educate the performers as to the improper use of substances that are on the sport's banned drugs and substances list.
- Help the performers to deal with victory and defeat in a sporting manner, and encourage them at all times to treat opponents with due respect.

### **3. Relationships**

Coaches have a responsibility to set and uphold the boundaries between a working relationship and friendship between themselves and the performers. This is especially important when the performer is a young person.

It is recommended that coaches should be concerned at all times with the safety and well being of the performers. There should be a sensible balance between performance and the emotional, physical, social and developmental needs of the performers. If any part of the coaching process requires physical contact between coach and performers, it is recommended that coaches ensure that no action on their part could be seen as inappropriate.

As the relationship between coach and performer is based heavily on trust it is important that all coaches can offer proof of experience and qualification. Coaches will undoubtedly build up strong relationships with performers, and in some cases will travel and reside with them during the course of competition. At no time is a coach to use this privilege to place undue pressure or exert influence over performers to gain personal benefit for themselves or their club.

Coaches will, in the course of a working relationship, gather much information about performers. It is important that an appropriate degree of confidentiality is maintained and that personal information is not divulged without the permission of the performer. At times coaches will be asked to provide relevant information concerning a player's performance and development and an agreement must be made between the coach and the performer with regard to the passing on of such information.

### **4. Safety**

Coaches have a responsibility to make sure that performers have a safe environment to work and play within.

- If an accident occurs the coaches should follow the steps laid out in the club's Health and Safety Guidelines.
- Coaches have a responsibility to protect children from any form of abuse during training sessions, competition and whilst in their care.
- The club has arranged adequate insurance to cover all coaches whilst carrying out their coaching.
- It is recommended that any activities carried out by coaches should be suitable for the age, maturity, strength and ability of the performer.

### **5. Expectations**

Coaches should clarify the level of commitment expected from performers at the outset of any agreement. Details should include number and length of sessions, attendance at matches or competition, fees and method of payment. In the same respect, the performers/employers should state the expectation of the outcome of the coaching.

- It is strongly recommended that some form of written agreement acceptable to all parties is drawn up at the beginning of any coaching undertaken.
- It is recommended that coaches declare any other coaching commitments they already have before working with new partners.
- Coaches who start to experience conflict between obligation to their performers and to other parties (i.e. NGB) must make all parties aware of the conflict in an attempt to solve it.
- It is up to each individual to ensure that any monies earned during coaching should be declared to the Inland Revenue in line with current taxation laws.

### **6. Equity**

It is recommended that coaches respect the rights of every human being they work with, and treat all as equals within the context of their activity and ability. This must be regardless of age, ethnic origin, gender, religion, sexual orientation, cultural background or political affiliation. Coaches should try and ensure that any activity under their supervision is free from any form of non-equitable behaviour.

### **7. Competency**

- It is recommended that coaches recognise when to pass performers on to other clubs or agencies. It is important that coaches have the performers' best interests at heart at all times.
- It is important that coaches take responsibility for their own continuous professional development.
- It is important for coaches to be objective about their coaching ability. If at any time they feel concerned about their ability to coach at a certain level, or about their effectiveness in a certain situation it is up to them to find help or withdraw if necessary.