



Basingstoke & Mid Hants Athletic Club Athletes Welcome Pack



Welcome to Basingstoke & Mid Hants Athletic Club. The Club welcomes all participants both young and old and is always on the lookout for potential new talent of the future and welcomes all those that enjoy an active sport.

The Club has a well-established coaching team that also support some current international athletes. It also has a number of nationally recognized officials who you will see at a number of the local and national meetings, making sure all goes safely and fairly.

The main Club training sessions are every Tuesday and Thursday evening from 6.30pm to 7.30pm at the Down Grange track.

Your coach will provide much of the information about how the club operates in relation to your training and appropriate competition opportunities. Additional information can also be found on our Website, www.bmhac.co.uk. But if you have more questions that you would like answered please contact the committee via the Honorary General Secretary at a training session or via gensecretary@bmhac.co.uk or via the Chairman, chairman@bmhac.co.uk

This pack is given to all new athletes within the Club. It is important that you read, are aware of and abide by all of the relevant codes of conduct and the Club rules, as these standards are in place for your own safety and enjoyment.

If you feel in any way that others within the Club are not following these codes of conduct then you can contact Ian Murdoch (Club Welfare Officer, details on page 10), at any time to discuss any concerns you may have.

As part of your membership application to join the club you will be asked to sign up to these codes of conduct and to the Club rules that are supplied separately and included with this welcome pack.

We hope you enjoy your athletics at our club.

Club Chairman

Content:

- 1. What's included in your membership fee (page 4)**
- 2. Code of Conduct for Athletics Clubs (page 5)**
- 3. Code of Conduct for Athletes (page 6)**
- 4. Junior Club Member Code of Conduct (page 7)**
- 5. Code of Conduct for parents/people with parental responsibility (page 8)**
- 6. Code of Conduct for Team Managers (page 9)**
- 7. Club Welfare Officer Details (page 10)**

1. What's included in your membership fee.

Formatted: Font: 12 pt

- The club infrastructure that provides experienced and qualified coaching services to its members. Coaches do not receive any payment, however support is provided for their coach education activities. Full insurance cover is attained through their accredited status.
- The council fee for using the track and field facilities for training and for floodlighting during the autumn and winter.
- Hire of facilities for home athletics matches.
- Equipment for training
- Insurance of the club pavilion and for the athletics equipment contained therein.
- Affiliation to 8 Track and Field Leagues, to 3 Cross Country Leagues, and access to all championship events. Without a broad league structure, athletes would need to find their own competition and would incur significant extra costs.
- The club endeavours to arrange qualified officials for all league matches and supports their ongoing development and the development of new officials. Many of the Clubs officials also support competition at county, regional and national level, which helps to ensure that all levels of athletics competition including disability, is able to take place. Without the support of experienced officials no competition would be able to take place.
- Affiliation to the County. The County organises County Championship events, assists with the development and administration of technical officials, and allows athletes to represent their County in Inter County competition.
- Affiliation to England Athletics Ltd is only available through affiliated clubs. England supports the coach education programme and part funds the Sport Hampshire & IOW Athletics Network Coaching & Performance Officer role, which helps to deliver the Hampshire Athletics Network to its' member clubs throughout the county. They also provide several championship and international development opportunities for athletes.
- Personal accident insurance cover for all members whilst engaged in athletics club activities.
- First Aid, from external providers, as required.
- Some assisted travel to league fixtures, primarily British Athletics League and Southern Women's league; this is given due to the travel distances involved. Plus transport annually to the SEAA Cross Country Championships.
- For competition expenses e.g. Starters ammunition.
- Annual awards to each section of the club.
- Registration with England Athletics through the Club gives a reduction in entry fees for most Road Races
- 3 free entries into the London Marathon each year (to eligible athletes).
- Entry fee for teams in the Emsworth Relays and other approved charitable events.
- Postage, photocopying and other club administration costs.
- And finally, provision of a safe environment in which to train, to compete and to develop as an athlete and in which to meet up with friends and to make social acquaintances.

2. Code of Conduct for Athletics Clubs

As a responsible Athletics Club we will:

- Adopt national welfare policies and procedures, adhere to the codes of conduct and respond to any suspected breaches in accordance with the Welfare Procedures
- Appoint a welfare officer, preferably two, one male and one female, and ensure that they are provided with appropriate training to act as a first point of contact for concerns about welfare issues
- Ensure that all volunteers operating within the club environment hold the appropriate qualifications and have undertaken the appropriate checks e.g. CRB/, licences, qualifications such as massage, sports nutrition etc
- Ensure that coaches, technical officials and club officers attend recommended training in welfare and safeguarding and protecting children as appropriate.
- Liaise appropriately with parents/persons with parental responsibility, officials, coaches, sports scientists, national governing bodies and other relevant people/organisations to ensure that good practice is maintained
- Ensure that information is available at the club and to all club officers, team managers, coaches and officials regarding contact details for local social services, the police and the NSPCC. This is achieved via the Club's Welfare Officer.
- Ensure that club officers and volunteers and senior athletes always act responsibly and set an example to others including younger members
- Respect the rights, dignity and worth of every club member and others involved in athletics and treat everyone equally.
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Challenge inappropriate behaviour and language by others
- Place the welfare and safety of the athlete above other considerations including the development of performance
- Report any suspected misconduct by club officials, coaches, technical officials or other people involved in athletics to the Club, Regional, National or UKA welfare officer as soon as possible

3. Code of Conduct for Athletes

As a responsible athlete you will:

- Respect the rights, dignity and worth of every athlete, coach, technical official and others involved in athletics and treat everyone equally.
- Uphold the same values of sportsmanship off the field as you do when engaged in athletics
- Cooperate fully with others involved in the sport such as coaches, technical officials, team managers, doctors, physiotherapists, sport scientists and representatives of the governing body in the best interests of the yourself and other athletes
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Anticipate and be responsible for your own needs including being organised, having the appropriate equipment and being on time
- Inform your coach of any other coaching that you are seeking or receiving.
- Inform your coach of any medical condition that may influence your ability to train or to compete.
- Always thank the coaches and officials who enable you to participate in athletics

As a responsible Athlete, when participating in or attending any athletics activities, including training/coaching sessions and competition events you will:

- Act with dignity and display courtesy and good manners towards others
- Avoid swearing and abusive language and irresponsible behaviour including behaviour that is dangerous to yourself or others, acts of violence, bullying, harassment and physical and sexual abuse
- Challenge inappropriate behaviour and language by others
- Never engage in any inappropriate or illegal behaviour
- Avoid destructive behaviour and leave athletics venues as you find them
- Not carry or consume alcohol to excess and/or illegal substances.
- Avoid carrying any items that could be dangerous to yourself or others excluding athletics equipment used in the course of your athletics activity

In addition, athletes, especially young athletes and vulnerable adults, should follow these guidelines on safe participation in athletics

- Notify a responsible adult if you have to go somewhere (why, where and when you will return)
- Do not respond if someone seeks private information unrelated to athletics such as personal information, home life information
- Strictly maintain boundaries between friendship and intimacy with a coach or technical official or any volunteer.
- Never accept lifts in cars or invitations into homes on your own without the prior knowledge and consent of your parent/carer
- Use safe transport or travel arrangements
- Report any accidental injury, distress, misunderstanding or misinterpretation to your parents/carers and club Welfare officer as soon as possible.
- Report any suspected misconduct by coaches or other people involved in athletics to the club welfare officer as soon as possible

4. Junior Club Code of Conduct

You will:

- Stay outside the track until your coach/supervisor allows training to start.
(note: It is the responsibility of the parent/guardian/or nominated representative to ensure that their junior member reports to the coach and that they understand that they should remain with the coach until the end of the training session whereon they should be met by the parent/guardian/or nominated representative .
- Tell someone if you have to leave the group and let them know how long you will be gone and where you are going.
- Listen to what you are told by the coach – they've done it and know what is best for you.
- Set realistic targets – not everyone can be world champion.
- Try not to eat at least 2 hours before training. A heavy meal can cause cramps or a stitch.
- Tell your coach or team manager if you get injured. Basic first aid facilities are available at the track.
- Not train if you have been or are feeling unwell. You could damage your body's immune system.
- Not cross the grass area in front of the throwing cage or javelin area.
- Only throw implements when being supervised.
- Check throwing area in front you to make sure it is clear, before throwing.
- Always check the track before crossing as high-speed athletes can cause nasty accidents.
- When finishing a run, sprint or repetition, move off the track straight away to leave it clear.
- On hearing someone shout "Track", look up and move out of the way immediately.
- Not play on the High Jump & Pole Vault mats.
- Tell your parent/guardian/or representative if you feel uncomfortable with any behaviour in the group.

Above all we hope you will enjoy your athletics.

5. Code of Conduct for parents/people with parental responsibility

As a responsible parent/person with parental responsibility or other supporter you will

- Respect the rights, dignity and worth of every athlete, coach, technical official and others involved in athletics and treat everyone equally
- Cooperate fully with others involved in the sport such as coaches, technical officials, team managers, doctors, physiotherapists, sport scientists and representatives of the governing body in the best interests of the athlete
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Never place undue pressure on children to perform, participate or compete
- Check out the qualifications and licences of people who are coaching or managing your child or offering a service connected to athletics such as physiotherapy, massage or nutritional advice.
- Take an active interest in your child's participation
- Attend training or competitions when ever possible
- Know exactly where your child will be and who they will be with at all times
- Never make assumptions about your child's safety
- Ensure that your child does not take any unnecessary valuable items to training or competition
- Inform your child's coach or team manager of any illness or disability that needs to be taken into consideration for athletic performance
- Provide any necessary medication that your child needs for the duration of trips
- Assume responsibility for safe transportation to and from training and competition
- Return any necessary written consent forms to the club/team manager or appropriate person, including next of kin details, health and medical requirements before your child goes to any away events or trips
- Report any concerns you have about your child's or any other child's welfare to the Club Welfare Officer, Regional, National or UKA Welfare Officers. (This does not affect your right to contact your local social services or the police if you feel it is necessary)

As a responsible parent/person with parental responsibility or other supporters for a young athlete, when participating in or attending any athletics activities, including training/coaching sessions and competition events you will:

- Act with dignity and display courtesy and good manners towards others
- Avoid swearing and abusive language and irresponsible behaviour including behaviour that is dangerous to yourself or others, acts of violence, bullying, harassment and physical and sexual abuse
- Challenge inappropriate behaviour and language by others
- Be aware that your attitude and behaviour directly affects the behaviour of your child and other young athletes
- Avoid destructive behaviour and leave athletics venues as you find them
- Never engage in any inappropriate or illegal behaviour
- Not carry or consume alcohol to excess and/or illegal substances.
- Not carry any items that can be dangerous to yourself or to others excluding athletics equipment used in the course of your child's athletics activity

6. Code of Conduct for Team Managers

As a responsible Team Manager you will:

- Respect the rights, dignity and worth of every athlete, coach, technical official and others involved in athletics and treat everyone equally
- Cooperate fully with others involved in the sport such as coaches, technical officials, team managers, doctors, physiotherapists, sport scientists and representatives of the governing body in the best interests of the athlete
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Act with dignity and display courtesy and good manners towards others
- Avoid swearing and abusive language and irresponsible behaviour including behaviour that is dangerous to yourself or others, acts of violence, bullying, harassment and physical and sexual abuse
- Challenge inappropriate behaviour and language by others
- Avoid destructive behaviour and leave athletics venues as you find them
- Never engage in any inappropriate or illegal behaviour
- Not carry or consume alcohol to excess and/or illegal substances.
- Not carry any items that can be dangerous to yourself or to others excluding athletics equipment used in the course of the athletics activity

In addition, Team Managers should follow these guidelines on best practice, in particular with young athletes and vulnerable adults

- Take reasonable care in all circumstances of any athlete under 18 years who is at an event without a parent or person with parental responsibility
- Provide the appropriate ratio of 'staff' for the age and ability for athletes travelling away from home. The recommended ratio for juniors is one adult to ten children
- Provide staff of the same sex to undertake chaperoning duties
- Check that all volunteers have been through the appropriate recruitment and selection checks and have attended the appropriate training e.g. CRB and self declaration, safeguarding awareness training
- Notify all parents/people with parental responsibility/carers of athletes under 18 years of the times and venues of any competitions and the appropriate contact telephone numbers
- Ensure that written consent has been obtained from all persons with parental responsibility for unaccompanied athletes under 18 years prior to the competition
- Liaise with the parents/person with parental responsibility of an athlete under 18 years if the athlete becomes involved in an accident or serious breach of health and safety or discipline whilst under your care
- Comply with welfare policies and procedures and any local authority or school procedures or any other policies and procedures that might apply to a particular venue, group of athletes, or competition.
- Report any suspected misconduct by coaches, technical officials or other people involved in athletics to the Club, Regional, National or UKA welfare officer as soon as possible

7. Club Welfare Officer Details

Club Welfare Officer

Name: Ian Murdoch

Email: ianmurdoch1170@btinternet.com

Phone Number: 01256-325374



Basingstoke & Mid Hants AC takes Athletics Welfare very seriously and implements the England Athletics policy to the best of its ability. If you have any concerns about welfare issues please do not hesitate to contact the Club's welfare officer identified above.

The Welfare Officer will:

- Deal with confidential matters that may arise related to athletes and have an understanding and an appropriate way to such matters.
- Responsible for the promotion of codes of conduct to members, parents and young people.
- Receive, record and pass on to the NGB Child Protection officer, any concerns relating to the welfare of young people and vulnerable adults
- To provide advice on the development of activities for young people within the club/organisation.
- Support the registration of all personnel involved in activities for young people with the club/organisation (CRB checks).
- Recognise the difference between poor practice in according to club rules and matters that would be seen as a welfare issue.