



Code of Conduct for Sports Coaches at Elite SF for the childcare of children during term-time activities and holiday camps. It is structured to ensure safety, professionalism, and a positive experience for all children.

Elite SF Sports Coaches Code of Conduct

Purpose

This Code of Conduct outlines the responsibilities and expectations for sports coaches working with children during **term-time activities** and **holiday camps** organised by Elite SF. It aims to ensure a safe, supportive, and enjoyable environment for children and maintain the high standards of care and professionalism within our programs.

General Principles

1. Safety First:

- Coaches must always prioritise the safety and wellbeing of children.
- Coaches should ensure that the environment is free from hazards and that all equipment is in good working condition.
- Emergency procedures must be known and followed in case of accidents, injuries, or other emergencies.
- A coach should always have access to first-aid materials and know how to use them.

2. Respect for Children:

- Treat every child with dignity, kindness, and respect.
- Never engage in physical, verbal, or emotional abuse.
- Coaches must respect the personal space and privacy of children.
- Be mindful of cultural, religious, and personal differences among children.

- Ensure that every child is encouraged to participate and feel valued.

3. Confidentiality:

- Coaches must maintain confidentiality regarding any personal or sensitive information about children or their families.
- Do not share any personal details without the explicit consent of the child's guardian, except where required by law or safeguarding protocols.

4. Supervision:

- Coaches must ensure that all children are appropriately **supervised at all times**, including during breaks, transitions, and outside activities.
- Always count and verify the number of children before, during, and after any activity.
- Coaches should avoid situations where they are alone with a child without visibility or access to other staff members.

Professionalism & Conduct

1. Attitude and Behaviour:

- Coaches must maintain a positive, approachable, and supportive attitude at all times.
- Promote teamwork, respect, and good sportsmanship in all activities.
- Creating a fun and safe environment with 'big kid energy'.
- Never engage in inappropriate language, gestures, or behaviour that could harm or upset the children.

2. Punctuality and Attendance:

- Be on time for all activities, meetings, and sessions.
- If unable to attend, notify management as soon as possible and arrange for an alternative coach if necessary.
- Coaches should arrive early enough to be prepared for the session and greet children as they arrive.

3. Dress Code:

- Coaches should wear appropriate, comfortable, and professional clothing suitable for active participation in sports.
- Coaches must avoid wearing clothing that is offensive, inappropriate, or revealing.
- Closed-toe footwear is mandatory for safety.

4. Role Model:

- Coaches must act as positive role models in all interactions with children, parents, and other staff.
- Exhibit exemplary behaviour both in and out of the activities. Speak and act respectfully to children, staff and parents as children look up to coaches as authority figures and mentors.

Interaction with Children

1. Communication:

- Use clear and age-appropriate language when speaking with children.
- Listen actively and respectfully to what children have to say, valuing their opinions.
- Offer positive reinforcement and constructive feedback to encourage learning and development.

2. Inclusive Environment:

- Coaches should encourage all children, regardless of their ability level, to participate and enjoy the activities.
- Coaches should encourage for younger ones to break out their comfort zone with assisted guidance to help build character, confidence and self-belief.
- Make reasonable adjustments to ensure every child can access the program and feel included.
- Make sure any form of exclusion, bullying, or discriminatory behaviour is taken care in line with the Elite SF safeguarding policy.

3. Physical Contact:

- Physical contact should only occur when necessary for safety or instructional purposes, such as adjusting a child's posture or positioning.
- Always ask for permission when necessary and ensure that the touch is appropriate.
- Never engage in any form of physical punishment or harmful contact.

Relationships with Parents and Guardians

1. Communication with Parents:

- Be transparent with parents/guardians about their child's progress, behaviour, or any concerns.
- Any issues with a child's behaviour or wellbeing should be immediately reported to management and discussed with the parents/guardians in a constructive and respectful manner.

2. Confidentiality:

- Any personal information shared by parents or guardians should be kept confidential and not disclosed unless required by law.

Safeguarding and Child Protection

1. Reporting Concerns:

- Coaches must be aware of the safeguarding procedures in place and know how to report any suspicions of abuse, neglect, or inappropriate behaviour.
- Any concerns regarding a child's safety or wellbeing should be reported to the designated safeguarding officer immediately.

2. Training and Compliance:

- All coaches must undergo regular safeguarding training and be familiar with Elite SF's child protection policies.
- Coaches are expected to adhere to any other company policies or regulatory requirements regarding child safety.

Professional Development

1. Ongoing Education:

- Coaches are encouraged to continually improve their coaching skills and knowledge.
- Attend training sessions, workshops, and feedback sessions to enhance both technical and child welfare skills.

Breach of contract or policy actions

Failure to adhere to this Code of Conduct may result in breach of contract or policy actions, including but not limited to:

- Verbal or written warnings
- Temporary suspension
- Termination of Contract
- Legal action, where applicable.

By signing this document, coaches acknowledge that they have read, understood, and agree to abide by this Code of Conduct. Coaches also understand that this document may be reviewed and updated periodically.

This Code of Conduct helps create a positive and secure environment for children, supporting their development and well-being during sports activities at Elite SF.