



CHANGING ROOMS AND SHOWER FACILITIES POLICY:

These guidelines apply to adults and children, sharing changing facilities:

- Adults must not change, or shower at the same time using the same facilities as children.
- Adults should try to change at separate times to children during matches, for example when children are padding up.
- If adults and children need to share a changing facility, the club must have consent from parents that their child / children can share a changing room with adults in the club.
- If children play for open age teams, they and their parents, must be informed of the Clubs policy on changing arrangements.
- Mixed gender teams must have access to separate male and female changing rooms.
- If children are uncomfortable changing or showering at the club, no pressure should be placed on them to do so, suggest instead that they may change and shower at home.
- Mobile phones are not to be taken into the changing rooms. They can be left with the Scorer along with other valuables.



PHOTOGRAPHY AND VIDEO FOOTAGE POLICY:

Parents and carers should not be prevented from taking pictures of, or filming their children. These are normal family practices and help mark milestones on a child's life. Please remember that photographs are considered 'personal data' in terms of the Data Protection Act. Depending on circumstances consent from either the child, adult or both should be sought before capturing, sharing or publishing images where a child can be identified, including posting on the Club's website etc. In addition it should be processed in accordance with the principles laid out in the Data Protection Act, and other relevant legislation and guidance

Members of the Club should be vigilant about individuals taking inappropriate photographs or film footage of children. Any concerns during an event should be reported to a Club Official or event organiser.

It is also possible that if a picture and name was placed in the local paper, the Club website etc., the information could be used inappropriately. For this reason a child's picture and name should not appear together.

There may be other reasons why individuals do not wish their child's photograph to be taken by someone they do not know personally. Parents / carers must be offered the opportunity to withhold consent from photographs / filming of their child.

If no consent has been given for a child on the player profile form, then it is to be made known to the relevant person of the other team so that the appropriate person taking photographs is aware and can avoid taking photographs of that particular child.

The children should be informed if a person will be taking photograph and that if they have any concerns they can report these to the coach or team manager.

Concerns regarding inappropriate, or intrusive, photography should be reported to the Club's Welfare Officer and recorded in the same manner as any other child protection or safeguarding concern.

It is recommended that cricket tournaments/festivals/events/competitions set up a camera registration book for parents to complete.

Use of images of children (for example on the web, in the media etc.) the following will apply: Parental permission to use the child's image should be obtained and wherever possible, show the image to the parents and child in advance. This ensures that they are aware of the way the image will be used to represent the Club.

If the cricketer is named, the Club will avoid using their photograph or if a photograph is used the Club will avoid naming the child.

Only images of children in appropriate kit will be used to reduce the risk of inappropriate use and to provide positive images of the children.

The Club encourages the reporting of inappropriate use of images of children. Any concerns are to be reported to the County or Club Welfare Officer.

STEYNING CRICKET CLUB - CLUB POLICIES



Parents and children will be made aware when coaches use video equipment to aid coaching. Material taken in connection with coaching, will be stored securely and deleted or destroyed when a parent requests this or the material is no longer needed.

The player profile form will provide written consent for the use of photography and video analysis.



TRANSPORT TO AND FROM MATCHES AND TRAINING SESSIONS POLICY:

The Club will notify parents / carers that parents/carers are responsible for the safe delivery and collection of their children for matches or training.

Fixtures will appear on Play-Cricket to ensure parents and carers have the opportunity to make appropriate arrangements.

Coaches and managers are responsible for the children in their care when attending fixtures and training sessions from the time the fixture or training session starts until the end of the fixture or training session.

It is not the responsibility of the coach or manager to transport, or arrange to transport the children to and from the club or match. The Club therefore is not registered or insured for the transportation of individuals to matches or practice sessions. If you make arrangements with another parent / guardian that you inform the coach / team manager.

The Club will receive permission from the parents/carers for children to participate in all competitions and away fixtures / events on the player profile from.

MANAGING CHILDREN AWAY FROM THE CLUB – AWAY FIXTURES

The following will be established and communicated to the parents and carers of the children:

- Why the trip is planned and what is its reason or purpose
- When the trip will take place – date and timings
- Destination and venue
- Contact details if different
- Kit and equipment requirements
- Details of match fees and any other costs

The Team Manager will ensure:

- The relevant emergency contact details and medical information is available
- A risk assessment is completed



MISSING CHILD POLICY:

If a child in the Club's care goes missing the following process will be followed:

Ensure other children in the Club's care are locked after appropriately while a search is organised for the child concerned.

The Team Manager will inform the child's parents.

The Team Manager will organise a search of all the areas with available adults, including changing rooms, toilets, public and private areas and the grounds. Searchers should stay at any exits to the venue and any potential obvious danger spots.

Request all those searching to report back to a nominated adult at a specific point. The nominated person will remain at the reference point and make notes of events as well as description of the child and clothing they are wearing.

The police will be informed no later than 20 minutes after the child's disappearance is noted by the nominated adult.

Police guidance will be followed at this point.

If at any stage the child is located the nominated person will ensure ALL adults involved are informed including searchers, parents and police.

All missing child incidents will be reported by the Team Manager at the earliest opportunity to the Club's Welfare Officer who will notify the County welfare officer who will then notify the ECB Safeguarding Team.



PLAYING IN ADULT MATCHES POLICY:

Making the step up from junior to open age group cricket is a significant event in any player's cricket experience. The Club will ensure the player's safety, personal development needs and overall cricket experience are considered.

The Club will ensure it takes into account the regulations on age provided by the ECB.

Each case will be determined on an individual basis, depending on the players ability and stage of cognitive and emotional maturity to take part at this level. However the ECB minimum age requirements will be adhered to.

Juniors will be involved in all aspects of the game wherever possible: socialising, team talks, practice, decision making etc. so that they feel part of the team.

Children's early experiences will remain with them always and will often determine whether they want to remain playing the game or give up.

Opportunities will be provided for players to show their talents in an appropriate way. Children who are just used as fielders will not fully experience the game and this will be considered when picking the team.

The team will be supported at all times, for all forms of effort even when children are not successful. The captain will try to put them in situations where they will experience some success and ensure plenty of praise and encouragement.

The captain should inform the Umpires of under 18s in the side.

Duty of care will be interpreted in two ways:

- Not to place a young player in a position that involves an unreasonable risk to that young player, taking account of the circumstances of the match and the relative skills of the player
- Not to create a situation that places members of the opposing side in a position whereby they cannot play cricket as they would normally do against adult players.

Captains can obtain the latest information on restrictions from either the Club's Welfare Officer or Colts Manager and should check this before selecting a young player especially if they are under 18 years of age.



ANTI BULLYING AND THE CODE OF CONDUCT:

Statement of intent

We are committed to providing a caring, friendly and safe environment for all of our children so they can train, and play, in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our Club. If bullying does occur, all children should be able to tell, and know, incidents will be dealt with promptly and effectively. We are a TELLING Club. This means anyone who knows bullying is happening is expected to tell someone who can do something about it.

What is bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

Bullying can take many forms :

- Emotional: being unfriendly, excluding, tormenting (for example: hiding kit, or making threatening gestures)
- Physical: pushing, kicking, hitting, punching or any use of violence
- Racist: racial taunts, graffiti and/or gestures
- Sexual: unwanted physical contact or sexually abusive comments
- Homophobic: because of, or focusing on, the issue of sexuality
- Verbal: name-calling, sarcasm, spreading rumours and teasing
- Cyber: bullying behaviour online or via electronic communication (email, text, social media etc.) Misuse of associated technology, such as camera and video facilities

Why is it important to respond to bullying?

Bullying hurts. No one should be a victim of bullying. Everyone has the right to be treated with respect. Children who are bullying also need to learn different ways of behaving. Cricket clubs have a responsibility to respond promptly, and effectively, to issues of bullying.

Objectives of this policy:

- All adults and children at the Club should have an understanding of what bullying is
- All officials, coaching and non-coaching staff should know what the Club policy is on bullying, and follow it when bullying is reported
- All children and parents should know what the Club policy is on bullying, and what they should do if bullying arises
- As a Club, we take bullying seriously. Children and parents should be assured they will be supported when bullying is reported
- Bullying will not be tolerated

Signs and symptoms

A child may indicate, by signs or behaviour, that he or she is being bullied. Adults should be aware of signs and investigate if a child:

- Says they are being bullied
- Changes their usual routine
- Is unwilling to go to the Club
- Becomes withdrawn anxious, or lacking in confidence
- Comes home with clothes torn or belongings damaged
- Has possessions which are damaged or go missing



- Asks for money or starts stealing money (to pay the bully)
- Has unexplained cuts or bruises
- Is frightened to say what's wrong
- Gives improbable excuses for any of the above

In more extreme cases, the child:

- Starts stammering
- Cries themselves to sleep at night or has nightmares
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or siblings
- Stops eating
- Attempts or threatens suicide or runs away

These signs and behaviours could indicate other problems, but bullying is a possibility and should be investigated.

Procedures

- Report bullying incidents to the Club Welfare Officer
- In cases of serious bullying, the incidents will be reported to the ECB Safeguarding Team for advice via the County Welfare Officer
- Parents should be informed and invited to a meeting to discuss the problem
- If necessary, and appropriate, police will be consulted
- The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
- An attempt will be made to help the bully (bullies) change their behaviour

In cases of adults reported to be bullying cricketers under 18, the ECB must always be informed and will advise on action to be taken.

Prevention

- Developing a children's code of conduct
- Agreeing behaviour contracts
- Having discussions about bullying and why it matters



SOCIAL MEDIA, TEXT AND EMAIL POLICY

Club officials / coaches / managers should have separate cricket-club related and personal pages; all contact with players should be through the former, and strictly in relation to training, coaching, matches and cricket related activity. The privacy setting for personal accounts should be adjusted so that content is only visible to accepted friends. This will keep young players safe from material that may be unsuitable for them and will reduce the risk of online interaction from being viewed with suspicion.

Young players may see club officials / coaches / managers as a friend, and may request to be friends on social media sites. They should be directed to the cricket club related pages and keep all contact professional. What they might consider innocent, friendly contact may not be seen as such by their parents, people at the Club and others. It is important to be mindful of any content posted on line via the cricket club's related page:

- This is representing the Club.
- Communication should conform to Safe Hands policy and guidance.
- Nothing posted could cause personal distress or be seen as inappropriate for children.
- Consent will be provided before any personal information is placed on line. This includes photographs where individuals are identified for under 18s players.

Fixtures and training arrangements for under 18s should be made via their parents or carers. For Under 16 and 17 years old contact should be with the parent / carer with the player copied in following parental consent. If inappropriate responses are revived the club official / coach / manager should bring this to the attention of the parent / carer.

All contact with children should be in relation to coaching, matches and cricket related activities. The Children Act defines a person under 18 years as a child.

Adult players in Open Age teams should be mindful of who may have access to material shared via social media.

Parents and carers should:

- Ensure they are aware of who their child has contact with on line and via text
- Be aware of the ECB and the Club's expectations for coaches
- Talk to your children about using social media
- Provide your mobile number / email address if requested, so the Club can contact you.

Young People:

- Keep your photos and personal information private
- Conduct yourself in a respectful and courteous manner on social media as you would at home, in school or at cricket.
- Tell a professional or an adult that you trust if you are worried or concerned about on line behaviour or unwanted contact / communication.

DO NOT:

- Send inappropriate text messages or post messages on social media that are offensive, nasty or derogatory in any way.
- Accept any friend requests from people you don't know or you feel uncomfortable accepting.