



READING **HOCKEY CLUB**

COACHES CHARTER

This charter is for all club coaches and aims to provide a standard against which the coach can both judge, and be judged on, their ability to work with children and young people. The guide was written to address the following issues associated with coaching and working with children and young people:

- I. The coaching method, aims and objectives
- II. The duty of care and child protection
- III. Coach conduct and behaviour
- IV. Responsibilities of the coach, child and parent

The charter does not set out to provide attainment targets in respect of either individual performance or team performance.

The club does not want to impose unrealistic targets on the coaches and wants to promote a friendly and fun attitude to coaching. However in these increasingly litigious times it is felt that all coaches must be aware of the standards expected of them as much for their own protection as the protection of the child.

COACH AIMS AND OBJECTIVES

- To provide a safe, enjoyable, fair, structured, challenging, rewarding and positive experience for all individuals.
- To identify player's strengths and weaknesses and work on these to develop and improve the individual's game.
- To develop a team where each player is aware of their role and responsibilities to enable the team to play at its full potential.

COACHING SESSIONS

Coaches must...

- Be aware of the Child Protection policy of the club and the procedures to follow in the event of suspected child abuse or bullying.
- Adhere to the coaching plan, which will have been prepared before each session in accordance with EH guidelines.
- Ensure that planned activities are appropriate for the age, maturity, experience and ability of all individuals in a group.
- Promote fair play in accordance with the rules of the game.
- Ensure the children have sufficient equipment to carry out the planned session.
- Ensure all children have registered at the beginning of each session.
- Ensure that at the end of each coaching session, no child under 14 is left at the venue unattended.
- Be aware of the club disciplinary procedures

Coaches should...

- Ensure that a recognised first aider is in attendance and that they have ready access to a telephone in case of emergencies.
- Have an assistant present, in case they are required to leave the group to attend an emergency.
- Set targets for individual or group activities that are attainable but challenging.
- Arrive at least fifteen minutes before each session.

MATCHES

- All players must be given advanced notice of their selection, and precise details of the pitch times and travel arrangements for away games. Players who are not selected must also be informed and be given an explanation as to why they will not be playing when relevant.
- All players picked should play for some of the game. Players who are unlikely to take a large part of a match should be informed prior to the game starting.
- All players must be aware of their roles and responsibilities.
- The coach/manager must ensure that there is an umpire. If the coach umpires, then a nominated assistant must be present to arrange substitutions.
- The coach/manager is responsible for the collection and accounting for any match fees.

COACH DEVELOPMENT

Coaches should...

- Hold an up to date nationally recognised EH coaching qualification.
- Keep up to date with current coaching practices and methods and any rule changes.
- Hold appropriate insurance cover.

Coaches must...

- Be subject to Police checks (CRB).

COACH BEHAVIOUR

Coaches must...

- Respect the rights, dignity and worth of every person and treat everyone equally within the context of the game or training session.
- Encourage and guide players to accept responsibility for their own behaviour and performance.
- Consistently display high standards of behaviour and appearance.
- Never physically or verbally abuse or neglect players and actively stop such behaviour between players.
- Not exert undue influence to obtain personal benefit or reward.
- Follow all the Club rules and regulations.
- Actively adhere to RHC & EH Safeguarding & Protecting Policy.
- Be committed to a full training and match programme and arrange for suitable cover when unable to attend.
- Promote a true understanding of all aspects of the game of hockey.

Coaches should...

- At the outset clarify with players (and where appropriate with their parents) exactly what is expected of them and what players are entitled to expect from the coach.
- Develop a working relationship with players based on mutual trust and respect.
- Promote the positive aspects of the sport and never condone rule violations or the use of prohibited substances.
- Encourage players at all levels to help them improve their standard of play and to continue to participate in the sport.
- Understand the ambition of individual players and seek to help them fulfil their potential.

SAFETY

- Coaches are responsible for the safety of the children whilst under their instruction. Any behaviour by the players that is likely to lead to an accident or injury must be stopped.
- Coaches must place the well-being and safety of the players above the development of performance.
- Players must not be allowed to take part in sessions unless they are suitably protected.
- Field players must wear shin guards and (preferably) mouth guards. Goalkeepers must wear full protective equipment.
- Coaches are responsible for ensuring that the playing surface is safe and there are no dangerous objects on or around the playing area.
- Coaches must ensure that a first aid kit is present at all coaching sessions and games.
- Coaches must ensure that there is a means of contacting an ambulance in the event of an emergency.

ACCIDENTS

- In the event of an accident, a first aider should determine if the injury requires a hospital visit.
- The group must never be left unattended. If the coach is called away from the group to administer first aid, then their assistant should take over the session.
- An accident report form must be completed for all injuries, however minor. If any advice is given, it must be noted on the report and if possible signed by the person collecting the child at the end of the session.
- Completed accident report forms must be handed to the club secretary for filing and retained for 10 years.

EQUIPMENT

- Coaches/managers must bring a fully stocked first aid kit and should bring sufficient equipment for each session. Typically this will be:
 - Coaching Plan
 - Balls, Cones, Bibs, Spare sticks, Whistle, Watch/Stopwatch.

- Captains arm band (for matches)
- Shirts (for matches)
- Goalkeeping Kit
- Spare shin pads
- Extra supplies of water

ADMINISTRATION

- Coaches/managers are responsible for administering the training sessions and matches which includes taking to each session:

- A register of names
- Accident forms
- New starter forms
- Publicity materials

WORKING WITH PARENTS

- Parents should be actively encouraged to watch, co-ordinate and provide transport to away games, manage kit supplies and take part in the coaching sessions where appropriate.
- Parents should be encouraged to offer positive comments to their children and actively discouraged from shouting abusive or negative comments.
- Coaches should talk to parents to make sure they are aware of the duty of care, to determine other sporting commitments and to advise on clothing and equipment.

TRAVELLING AWAY

Coaches/managers must...

- Provide parents and players with precise details of the trip.
- Have parent's written permission for the child's involvement and an agreed communication process. This will be sought on the Consent Form. Ensure in advance that there is sufficient transport and that there is a suitable ratio of adults to children.
- Always have mixed gender adults if the children are mixed gender.
- Always be the first at the meeting point and the last to leave.
- Ensure that children are properly restrained in vehicles.
- Actively encourage all parents/guardians to transport their child/children to all away games, you as a coach/manager transporting children is as a last resort.