



### **Code of conduct for staff and volunteers**

Mini Mermaid and Young Tritons UK coaches and volunteer mentors involved in delivering programmes for children and young people have a great opportunity to be a positive role model and help build an individual's confidence.

#### **Staff and volunteers are expected to:**

- Ensure the safety of all children by providing effective supervision, proper pre-planning of coaching sessions, using safe methods at all times.
- Consider the wellbeing and safety of participants..
  - Encourage and guide participants to accept responsibility for their behaviour.
- Treat all young people fairly and ensure they feel valued. Have no favourites.
  - Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
  - Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour, refer to the safeguarding policy for responding to any concerning behaviour.
- Appreciate the efforts of all participants and not over-train participants.
- Be positive, approachable and offer praise to promote the objectives of the organisation at all times.
  - Not let any allegations of abuse of any kind or poor practice to go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the organisations procedures. Parents will be informed.
- Never use sanctions that humiliate or harm participants.
- Report accidents or incidents of alleged abuse or poor practice to the designated person in the organisation.
  - Administer minor first aid in the presence of others and where required refer more serious incidents to the settings "first aider".
- Have access to telephone for immediate contact to emergency services if required.
- Encourage teamwork.
  - Establish and address the additional needs of disabled participants or other vulnerable groups.

- Not abuse participants physically, emotionally or sexually.
- Not engage in a sexual relationship with a participant for whom they are responsible.
- Maintain confidentiality about sensitive information.
- Respect and listen to the opinions of participants.
  - Develop an appropriate working relationship with participants, based on mutual trust and respect.
  - Be a role model, displaying consistently high standard of behaviour and appearance (disciplined/committed/time keeping), remember children learn by example.
  - Refrain from smoking and consumption of alcohol during organisation activities or coaching sessions.
- Never condone rule violations, rough play or the use of prohibited substances.
- Never take a child/children to their home.

- Not administering First Aid involving the removing of children's clothing unless in the presence of others.
- Hold appropriate valid qualifications and insurance cover.
- Make the sport/activity fun.

**Staff and volunteers have the right to:**

- Access on-going training and information on all aspects of leading/managing activities for youths, particularly on Safeguarding.
- Support in the reporting suspected abuse or poor practice.
- Access to professional support services.
- Fair and equitable treatment by the governing body/club.
- Be protected from abuse by children/youths, other adult members and parents.
- Not to be left vulnerable when working with children.

Any minor misdemeanours and general misbehaviour will be dealt with immediately and reported verbally to the designated person. Serious or persistent breach of the code will result in disciplinary action and could lead to dismissal from the club/sport.

Emergency action and first aid: All coaches will have a named contact at the school or community centre that they are in and at Mini Mermaid and Young Tritons UK when having to deal with first aid.

This will include:

- Access to First Aid Equipment
- Telephone contact if the participant is a minor
- Telephone contact to the Emergency Services

**Signature of staff member/volunteer: Print: Date:**

**Signature of Line Manager: Print: Date:**