

THE PALACERIGG FIELD ARCHERS

CODE OF CONDUCT

For ALL club members, both Adult and Children
ALL members **MUST** comply with this code of conduct

YOU SHOULD:

- Play your part in helping to develop an ethos where all people matter and are treated equally and with respect and dignity.
- Adhere to the rules, policies and procedures of our affiliated body the Scottish Field Archery Association (SFAA). It is the responsibility of all club members to keep themselves up to date with changes to policy and procedures of the SFAA.
- Always adhere to the Safety Regulations as stated in the SFAA rule book, thereby ensuring the safety of all club members and spectators.
- Involve club members in the club, promoting a culture of good teamwork within the club.
- Always listen sympathetically to ideas from club members as they may benefit the effective running and camaraderie of the club.
- Always follow a policy of inclusion when accepting members into the club, and wherever possible make necessary adaptations (without breaching Safety rules) to enable those with physical and mental disabilities to participate in our sport.
- Always pay club and affiliation fees on time.

For CHILDREN UNDER 16 years

- Always put the care, welfare and safety needs of a child first.
- Listen attentively to any ideas and views a child wants to share with you.
- Respect a child's culture.
- Respond sensitively to children who seem anxious about participating in certain activities.
- Speak to a member of the club committee or child protection officer (CPO) if you suspect that a child is experiencing bullying or harassment.
- Be aware of the vulnerability of some groups of children being isolated and hurt (e.g. Children with disabilities, learning difficulties, black and minority Ethnic children)
- Ensure that when you are working with children you are at least within sight or hearing of other adults
- Listen carefully to any child who "tells you" (sometimes through drawings and behaviour as well as words) that they are being harmed and report what you have discovered immediately to the CPO.
- Report immediately any suspicion that a child could be at risk of harm or abuse.
- Never dismiss what a child tells you as "lies" or exaggeration.
- Only ever restrain a child who is at imminent risk of inflicting harm to themselves or others or is at risk of damaging property.
- Never underestimate that you make to the development of safe communities for children.
- Remember that someone else might misinterpret your actions, even if you mean well.

YOU SHOULD NOT

- Exaggerate or trivialise another members concern about a child or ignore an allegation or suspicion of abuse in the hope that they will either "go away" or " someone else will deal with it"

- Discuss personal issues relating to a child or their family with other people except the CPO/club committee when you are concerned about a child's well- being.
- Be drawn into any derogatory remarks or gestures in front of children or young persons.
- Allow any child, young person or adult to be bullied or harmed by anyone in the organisation.
- Allow children to swear or use sexualised language unchallenged.
- Be drawn into inappropriate attention- seeking behaviour e.g. tantrums and crushes.
- Rely on just your good name to protect you.

YOU MUST NEVER

- Engage in sexually provocative games, including horseplay.
- Allow others or yourself to engage in touching a child in a sexually provocative manner.
- Make sexually suggestive comments to a child, even in fun.
- Engage in rough or physical contact unless it conforms to the SFAA instructors and coaches guidance on appropriate physical contact.
- Form inappropriate emotional or physical relationship with children.
- Harass or intimidate a child or adult because of their age, race, gender, sexual orientation, religious beliefs, socio-economic class or disability.
- Invite or allow children to stay with you at home.
- Use inappropriate language when writing, phoning, texting, e mailing or using the intranet.

YOU MUST REFER ANY CONCERNS ABOUT THE WELFARE OF A CHILD OR CLUB MEMBER TO THE SECRETARY OR CLUB CHILD PROTECTION OFFICER