



# Haywards Heath Harriers



## Disciplinary Procedure, Competing for the Club and Club Rules for Juniors

### 1. Introduction

Demand for places in Haywards Heath Harriers Juniors section has always been high.

The Club continues to investigate ways to provide places for Juniors (U16s). There has always been an understanding that Juniors who do not compete for the Club will not be allowed to renew their membership, thus freeing up places for those wanting to join and, hopefully, complete.

In addition, to ensure that our Junior coaches (qualified and unpaid volunteers) may enjoy working with Juniors, the Club has to consider if membership should continue for those Juniors whose conduct falls short of expectations - see Appendix: Junior Club Rules, "Conduct and Behaviour" for examples of both good conduct and misbehaviour.

This document is published on our website and a copy of the policy is on display during our training sessions. The policy and Club Rules are distributed to parent(s)/carer(s) of existing members, and also to parent(s)/carer(s) of new members, at the point of their entry into the Club.

### 2. Disciplinary Procedure

The Club expects that all Juniors will respect coaches and officials and abide by their decisions and instructions, and that they will behave properly at all times.

If during a training session or competition situation (referred to as a 'session' here-in) a Junior is found to be persistently misbehaving (either on their own or part of a group), a verbal warning will be given by a coach. Misbehaviour can take many forms and some examples are given in the Appendix.

If the Junior continues to persistently misbehave (either on their own or part of a group), a formal warning will be given by a coach and consideration will be given to whether they should be excluded from part, or all, of the session. If exclusion is deemed appropriate the coach will explain to the Junior why this is the case and another coach will be alerted to this decision.

In the context of this policy, persistent means two or more instances of misbehaviour (whether or not it is the same issue). Coaches have discretion regarding whether the Junior should be excluded from all or part of the session. Their decision will be linked to the nature of misbehaviour, its severity and potential impact on safety of others.

#### *Formal warning 1*

If a Junior has been excluded from part or all of a session, the Junior's parent(s)/carer(s) will be informed by email, giving the date and nature of the misbehaviour

### *Formal warning 2 (final warning)*

Persistent misbehaviour on a second occasion, for example during later training sessions, will similarly result in exclusion from part or all of the session. At this time a final warning will be issued and the Junior's parent(s)/carer(s) will be informed of the warning either by email or by letter.

### *Termination of membership*

Persistent misbehaviour on a third occasion (i.e. in later training sessions after issuing the final warning) will result in termination of the Junior's membership. In such situations, correspondence with the Junior's parent(s)/carer(s) will be issued by email or by letter.

Note: whilst the above procedures note that warnings will be given before termination of a Junior's membership, the Club reserves the right to terminate a Junior's membership if their act(s) during a given training session or competition are exceptionally severe.

### **3. Competing for the Club**

The Club expects that all Juniors will compete at least twice per year.

Any Junior who does not compete may at the discretion of the Club management have their membership terminated.



# Haywards Heath Harriers



## Appendix

### Junior Club Rules

Haywards Heath Harriers is fully committed to safeguarding and promoting the wellbeing of all its members. The Club believes that it is important that members, coaches, volunteers, administrators and parents associated with the Club should at all times show respect for each other. Openness is encouraged and any concerns or complaints about any aspect of the Club should be shared with the Chair, Secretary, Head Coach or Junior Head Coach.

With the support of your parent(s)/carers(s) **you, as a Junior, should:**

#### General

- Read, understand and abide by this document (see above)

#### Conduct and Behaviour

- Respect coaches and officials and their decisions and instructions
  - Respect fellow members and opponents, both at training and in competition
  - Be friendly and welcoming to new members
  - Be supportive and committed to other team members and offer comfort when required
  - Keep yourself safe
  - Report inappropriate behaviour or risky situations for youth members
  - Play fairly and be trustworthy
  - Respect the rights, dignity and worth of all participants regardless of age, sex, ability, race, cultural background or religious beliefs or gender identity
- ~~~
- Not cheat or be violent and aggressive
  - Not use bad language or racial/sectarian references. This includes bullying using new technologies like chat-rooms or texting
  - Not get involved in inappropriate peer pressure and push others into something they do not want to do
  - Not smoke on Club premises/venues or whilst representing the Club at competitions
  - Not consume alcohol or drugs of any kind on Club premises or whilst representing the Club
  - Not leave the training during a training session without receiving permission of the coach

## **Training and Competitions**

- Wear suitable kit, as agreed with the coach/team manager. Club vests are compulsory when representing the Club. Your hair should be tied back and trainers should be suitable and laced up properly
- Advise the coach on arrival of: any injury or illness you have; any other sport/training you have already participated in that day; anything else that may affect your ability to participate in the session. A coach retains the right to refuse to accept you for training if they have concerns
- Keep to agreed timings for training and competitions. If you will be late, you should inform your coach or team manager
- Be signed in and out by your parent(s)/carer(s) on training evenings. You cannot sign yourself out unless you:
  - are in school year 10, and
  - have provided a parental Consent Form completed by your parent(s)/carer(s) giving you permission to leave unattended, or a note from your parent(s)/carer(s) permitting you to do so.

*If you are not being collected and will make your own way home you must advise the coach of this on arrival. The coach may make a judgement as to whether this is acceptable.*

## **Club Property**

- Take care of equipment owned by the Club
- Not touch potentially dangerous equipment (eg discus, hammer, javelin, shot put etc) until a coach has advised you to
- Use equipment sensibly and safely, and follow guidance provided by the coach

## **Administration**

- Ensure your Emergency Contact Form is kept relevant and up-to-date
- Pay membership fees promptly