

# CODE OF CONDUCT: VOLUNTEERS

## (EXCLUDING LICENSED COACHES AND TECHNICAL OFFICIALS)

Volunteers are the lifeblood of athletics and they play a crucial role in clubs and at events. Some volunteers will be more involved in a club or event than others and responsibilities will vary, but regardless of the role, there is a need for all volunteers to recognise and understand that there are shared standards of behaviour to which they must comply, and which are in place to protect all participants and promote participation for fun and enjoyment.

As a responsible volunteer, I will:

- abide by the UKA and the HCAF Child Safeguarding Policy and Child Safeguarding Procedures
- abide by the UKA and the HCAF Adult Safeguarding Policy and Adult Safeguarding Procedures
- ensure that where my role requires, I have obtained an acceptable criminal record check (DBS/ Disclosure Scotland/Access NI) (Access to particular roles will be denied to anyone who does not have an acceptable criminal record check or who refuses to share the certificate with UKA or the HCAF when required)
- ensure that activities I arrange or support are appropriate for the age, maturity, experience and ability of the individuals involved
- cooperate fully with others involved in the sport such as coaches, technical officials, team managers and representatives of the governing body
- in no way undermine, put down or belittle other officials, athletes, coaches or practitioners
- consistently promote positive aspects of the sport (e.g. fair play) and never condone rule violations or adopt or encourage the use of prohibited or age-inappropriate substances or techniques
- never engage in the massage of an athlete under the age of 18 years. I understand that I require an up-to-date and recognised qualification in sports massage or another relevant qualification from a recognised body or authority to engage in the massage of an athlete over 18 years
- follow the relevant guidance on social media use and not post on social media any content which is inappropriate or offensive
- avoid swearing, abusive language and irresponsible or illegal behaviour, including behaviour that is dangerous to me or others, acts of violence, bullying, harassment and physical and sexual abuse
- avoid destructive behaviour and leave athletics venues as I find them
- not carry or consume alcohol or illegal substances while volunteering in athletics
- avoid carrying any items that could be dangerous to me or others, excluding athletics equipment used in the course of my athletics activity
- challenge inappropriate behaviour and language by others and report any suspected misconduct by other coaches or other people involved in athletics to the club, HCAF/UKA Safeguarding Team as soon as possible
- volunteer my time without discrimination on grounds of age, gender, sexual, cultural, ethnic, disability or religious preference
- respect the rights, dignity and worth of every person and treat everyone equally, regardless of background or ability

- report any accidental injury, distress, misunderstanding or misinterpretation to the Club Welfare Officer as soon as possible
- never exert undue influence to obtain personal benefit or reward
- develop healthy and appropriate working relationships with athletes and other volunteers based on mutual trust and respect, especially with anyone under 18 years or who are adults at risk
- never incite or engage in sexual activity, inappropriate touching or communication (in person or social media or any other form of verbal or non-verbal communication) with anyone under 18 years of age
- never incite or engage in sexual activity, inappropriate touching or communication (in person or social media or any other form of verbal or non-verbal communication) with an athlete who is an adult at risk coached by me or under my supervision
- not use my position as a volunteer to incite or engage in sexual activity, inappropriate touching or communication (in person or social media or any other form of verbal or non-verbal communication) with athletes under my supervision who are aged over 18 years
- avoid spending time alone with young athletes (under 18) unless clearly in the view of other adults
- never take young athletes (under 18) alone in my vehicle
- never invite a young athlete (under 18) alone into my home
- never share a bedroom with a young athlete (under 18).

## **BREACH OF THE CODE OF CONDUCT**

I understand that if I do not follow the code, I may be subject to disciplinary action and sanction by my club, HCAF and/or UKA.

I may:

- receive a verbal warning
- receive a written warning
- be required to attend training
- be suspended by the club/HCAF/UKA
- be required to leave or be dismissed by the club/HCAF/UKA.

**Print name** .....

**Signature** ..... **Date** .....