



Coaches Charter

This Charter is to be signed by all Cycling Ireland members including, but not exclusive to, coaches, volunteers, cyclists and parents. In addition to completing this form we ask you to familiarize yourself with Cycling Ireland's Code of Practice and Safeguarding for Young and Vulnerable Cyclists ('The Code'). This form is to be completed annually and in conjunction with the vetting process which is required every 3 years.

First Name: _____ **Surname:** _____

Contact Number: _____ **Email:** _____

Position Applied For: _____ **Club:** _____

Do you intend to engage in a volunteer or paid role with children and/or vulnerable adults: Yes No

List previous experience/involvement in this or any other club. Include experience of working with young children in a voluntary or professional capacity.

Sporting and/or National Governing Body (NGB) Qualifications

1. Are you a qualified First Aider? Yes No
2. Have you attended Safeguarding Training? Yes No
3. If coaching privately, will you ensure that you have adequate insurance cover in respect of your activities as a coach or leader? Yes No
4. Have you read and do you agree to abide by Cycling Ireland's Code of Practice and Safeguarding for Young and Vulnerable Cyclists ("The Code")? Yes No
5. Do you agree to Garda Vetting and/or Access NI? Yes No
6. Have ever been asked to leave a Sporting Organisation? Yes No
7. Have you ever been convicted of a criminal offence, subject to a caution, a bound-over order or at present subject to criminal investigation? Yes No
8. Do you agree to inform Cycling Ireland within 48 hours if you become subject to caution or or criminal investigation? Yes No
9. Cycling Ireland is an organisation committed to the welfare of young people. there any reason at all to be concerned about you as an applicant being in contact with children or vulnerable adults? Yes No
10. Do you agree to abide by Cycling Ireland's best practice and safeguarding guidance? This may include a request to attend additional training or placing certain restrictions on your membership/ level of engagement with Cycling Ireland in order to uphold the welfare of the child as paramount. Yes No
11. I agree that I have read and will abide by the Code of Behaviour for Cycling Ireland Coaches and Leaders, summarized below, as documented in Cycling Ireland's Code of Practice and Safeguarding for Young and Vulnerable Cyclists? Yes No
12. **For those in Northern Ireland:** Do you have any convictions/cautions that are not "protected" as defined by the Rehabilitation of Offenders (Exceptions) (Amendment) Order (Northern Ireland) Order 2014. Been barred by the Disclosure and Barring Service (formally the Independent Safeguarding Authority) which would prevent you from working with children and/or vulnerable adults or the subject of an investigation alleging that you were the perpetrator of adult or child abuse? Yes No

Creating a Positive Atmosphere

Coaches and Leaders must:

- Respect the rights, dignity and worth of every child and treat everyone equally, regardless of sex, ethnic origin, religion or ability.
- Have children's safety and enjoyment as their number one priority.
- Strive to create a positive environment for children in their care and ensure that positive and healthy experiences are provided.
- Never use physical punishment.
- Understand the developmental needs of young people and make them aware that their participation is valued. Learning appropriate skills is important and should take precedence over too much training and competition.
- Be generous with praise and never ridicule or shout at young riders for making mistakes or not winning an event. We all learn by making mistakes so improvement in skills should be praised and a rider's efforts treated with respect.
- Give equal time and attention to all participants and avoid singling out any one participant for special attention or praise.
- Act quickly and appropriately if any form of bullying is identified whether from other riders, leaders, competitors or parents/guardians.
- Act within the rules of the sport and ensure that participants understand the rules.
- Report any concerns in accordance with Cycling Ireland Code of Practice and Safeguarding Procedures for Young and Vulnerable Cyclists.

Setting Good Example

Coaches and Leaders should:

- Act as role models. You must promote the positive aspects of cycling and maintain the highest standards of personal conduct.
- Avoid smoking when working with young people and do not take alcohol or non-prescribed drugs before or during sessions. Avoid consuming alcohol in view of young people. If you must take prescribed medicine, please take it out of view of young cyclists.
- Treat other officials with respect and encourage young riders to do likewise and accept decisions made by officials in a sporting manner.
- Ensure that their language and gestures are appropriate avoiding foul, racist, sectarian remarks or signs. Do not allow young cyclists to use inappropriate language unchallenged.
- Promote a sense of fair play and appreciation/respect for the skills of other riders.
- Act in a professional manner.

Best Practice Guidelines for Coaches and Leaders

- Ensure that participants are suitably and safely attired for sessions and insist on the use of helmets for all activities.
- All physical contact should be in response to the needs of the child which is in accordance with the child's age and stage of development. Adults should not do for a child what a child can do for themselves. Contact should be in an open environment and with the permission of the young person.
- Keep a record of attendance at sessions.
- Adhere to a ratio of 1 leader to 6 children (always have a minimum of two adults to each group and where there are mixed groups there should be leaders from both genders). Avoid being alone with a child.
- Record all accidents and actions taken. Ensure that another leader witnesses the actions;
- Ensure that there is a First Aid kit at all sessions.
- Have a list of contact numbers and a record of any medical condition for each participant. Do not disclose any medical condition or confidential information unless it is in the best interest of the participant to do so.
- If participants are of mixed gender ensure that there are leaders of both sexes present at sessions where possible.
- Involve parents where possible and inform parents where problems arise.

Safeguarding Yourself (practices to be avoided)

- Physical punishment or physical force must never be used. Never punish a mistake - by verbal means, physical means, emotional means or exclusion.
- Avoid one to one coaching sessions or situations where you are alone with a young person and ensure there is adequate supervision for all.
- Avoid taking young people to your own home or involving them in your personal life;
- Avoid individual texting, emailing or engaging via social networking sites with young people.
- Avoid behaviour which can be misinterpreted by others.
- Never expose a child intentionally or unintentionally to embarrassment or disparagement by use of sarcastic or flippant remarks about the child or his/her family.
- Avoid transporting young participants. When this is unavoidable ensure that someone else accompanies you and the young person is in the back of the vehicle, securely strapped in. Be aware of legislation regarding the use of booster seats. Ensure that insurance cover is in place.
- Avoid giving advice of a personal or medical nature if you are not qualified to do so.
- Do not compare the performance or commitment of one rider over another in their presence.
- Do not criticise other Coaches or Leaders in public.
- Do not abuse your position of trust you have been given as a coach/official/leader.

I have read and understand the above and agree to the Cycling Ireland Code of Practice.

(Print) Name: _____

Signature: _____

Date: _____