

RLSS Poole Lifeguard CODES OF CONDUCT POLICY

General

Introduction and Scope

This policy is grounded on the principles of integrity, fair play, equality and respect for others.

The Codes of Conduct set out what behaviour is acceptable and unacceptable. They require the highest standards of conduct from everyone involved in RLSS Poole Lifeguard club and activities to ensure their behaviour and actions are exemplary and follow good practice, procedures and standards always.

The Codes of Conduct should be read in conjunction with the RLSS Poole Lifeguards Safeguarding Policy, and its procedures and guidelines. It reflects the importance the organisation attaches to the respect of everyone involved with the club.

This policy complies with the standards set within the RLSS UK Safeguarding Policy and its procedures, guidelines and codes of conduct and relevant guidance.

The Codes of Conduct applies to everyone involved with the club at every level including staff, volunteers, self-employed people (where they must personally perform the work or on other work basis), club members, participants, coaches, instructors, trainers, assessors, administrators, club officials, event organisers, parents/carers and spectators/visitors.

This is not an exhaustive list and may change from time to time.

Breach of the Codes of Conduct

Everyone is expected to be aware of the Codes of Conduct particularly those applicable to them and adhere to the principles of good practice and other relevant policies and procedures, guidelines, standards and codes of conduct set out by the club in their approach to working with everyone, especially, children and adults at risk.

Failure to comply with the Codes of Conduct will be investigated and necessary action taken through the relevant organisational disciplinary and complaints procedures. Additionally, breach of the Codes of Conduct could result in your involvement or membership being suspended or withdrawn at any time.

General Principles

Everyone involved in the club activities accept that children and adults at risks have the following basic rights:

- To be valued as a person.
- To be kept safe.
- To be treated with dignity and respect.
- To be cared for as a child or an adult at risk, recognising additional risks to abuse and the need for safeguarding and protection from abuse.

Awareness of increased risk to abuse

Everyone involved with the club, needs to be aware that some people for example children and adults at risk may have special needs including disabilities, challenging behaviour and other difficulties which may require additional support to ensure that they participate in an enjoyable and safe environment free from abuse and harm.



Awareness of other factors such as religion and faith, gender, culture and minority ethnic groups must also be recognised and addressed to make a valuable contribution to the individual's enjoyment and safe participation in the club activities.

Humanity

Everyone involved with the club activities including lifesaving, lifeguarding, community awards, competition, sports or any other event has the right to be treated equally and fairly, respecting their dignity and worth.

Complaints Procedure

Any individual or organisation wishing to make a complaint that is related to safeguarding concerns within the context of the Codes of Conduct should follow the Complaints Procedure set out in the RLSS Poole Lifeguard Safeguarding Policy.

Note: All other allegations not within the ambit of the RLSS Poole Lifeguard Safeguarding Policy should be addressed by the internal policies and procedures.

Responsibilities

The Codes of Conduct set out in this document are expected to be followed by everyone whatever their role, whether at a local level or in an event organised on behalf of the club.

Code of Conduct for Instructor / Trainer / Assessor

Instructors, trainers or assessors have a responsibility to support and promote good practice and acceptable standards of behaviour to everyone including, staff, volunteers, club members, participants, parents/carers and spectators in conjunction with RLSS Poole Lifeguard Safeguarding Policy and all other organisational trainer and training policies, procedures and codes.

Additionally, they must uphold the standards of discipline, training and competency expected of them.

Relationships instructors / trainers / assessors must be concerned with include:

- The safety, well-being and protection of all individuals in their charge, ensuring that all training and competing demands are not detrimental to the social, emotional, intellectual and physical needs of the individual.
- Encouraging independence through guiding participants to accept responsibility for their own behaviour and performance within training and competition.
- Ensuring their behaviour is not misinterpreted or open to allegations of favouritism, misconduct or impropriety, particularly where physical contact with the participant is necessary within appropriate contexts.
- Ensuring participants and relevant people are aware of their qualifications and experience.
- Refraining from public criticism of other colleagues and professionals– the definition of public in this instance means criticism expressed outside of the appropriate reporting process in place before, during or after an activity should concerns about practice arise.

Integrity

Instructors / trainers / assessors must:

- Abide by the clubs rules and regulations and those made from time to time by relevant governing or accredited bodies such as RLSS UK.
- Follow fair play and ethical guidelines.
- Ensure that they do not compromise any participant by encouraging methods which could constitute unfair advantage or put at risk the safety or wellbeing of the participants.
- Promote the prevention and educate participants on the misuse of performance enhancing drugs and illegal substances, always abiding by the World Anti-Doping Agency Anti-Doping Code.
- Upon request present and show proof of the details of their training, qualifications and services. .
Ensure that where they are claiming an affiliation, sponsorship or accreditation with any organisation, they do so in truthful and accurate manner.





- Ensure all practices are suitable and relevant dependent on age, maturity and ability for all participants.
- Declare to the appropriate body, any criminal convictions and submit to safeguarding checks and criminal record checks as required.

Confidentiality

The instructor / trainer / assessor and the participant must reach an agreement about what is regarded as confidential information.

Confidentiality is defined in the RLSS Poole Lifeguard Safeguarding Policy and does not necessarily include disclosure of information to persons who can be judged to have a right to know.

For example:

- Evaluation for selection purposes.
- Recommendations for employment.
- In matters of discipline within the clubs activities e.g. sport, competition or events.
- In matters of disciplinary action by a sports organisation or governing body against one of its members.
- Legal, procedural or medical requirements.
- Recommendations to parents/family where the health and safety of participants might be at risk.
- In pursuit of action to protect children, young people or adults at risk from abuse.

Personal Standards

Instructors / trainers / assessors within the training or competing environment must not attempt to exert undue influences and pressures to obtain personal benefit or reward.

They must display high personal standards representing a favourable image of the club including:

- Good personal appearance that projects an image of health, cleanliness and functional efficiency.
- Not smoking or drinking whilst delivering training or an activity or whilst they have a responsibility to care for children, young people and adults at risk.

Competence

All instructors / trainers / assessor:

- Have a responsibility to themselves and their participants to maintain their effectiveness in their work and delivery of services.
- Should be able to recognise and accept when to refer or recommend participants to other structures/organisations, colleagues or training providers and clubs.
- Is responsible for verifying the competence of participants.
- Should plan and prepare for sessions and deliver an appropriate and progressive programme.
- Will co-operate with colleagues from own and other professions.

Safety

As far as is reasonably possible, instructors / trainers / assessors and have a responsibility to:

- Safeguard and protect participants from all forms of abuse as set out in the RLSS Poole Lifeguard Safeguarding Policy.
- Support and promote discipline and maintain standards of conduct with due respect to the governing body.
- Establish and maintain a safe working place including in their training, assessing, competition and other work environment.



- Ensure as far as possible the safety of the participants with whom they work.
- Ensure that they attend training in safeguarding and child protection and ongoing continuous development to keep themselves up to date.
- Ensure that participants are aware of their personal responsibility to keep themselves and others safe.
- Ensure that all activities and training consider the age, maturity, experience, disability, special needs, increased risk to abuse e.g. minority ethnic groups, religion and faith, gender and other considerations that may affect the ability of the participants to participate safely.
- Work together with other colleagues, professionals and specialists in the field including registered medical and ancillary practitioners in the diagnosis, treatment and management of their participants' medical and psychological needs.

Codes of Conduct for Participants

As a Participant I will:

- Read and keep to this Code at all times.
- Treat everyone equally and do not discriminate on the grounds of age, religious beliefs, race, gender, social classes, lack of ability or any other consideration.
- Be a positive role model and a good ambassador for my Club and act in a way that displays the values of both the club and RLSS UK.
- Be responsible for my actions and conduct myself in an appropriate manner and display courtesy and good manners to others.
- Respect and cooperate with everyone and never engage in abusive peer behaviour e.g. take unfair advantage of others, pick on or make fun of each other including displaying bullying, offensive, discriminatory or aggressive/inappropriate behaviour or language.
- Not abuse or misuse any relationship of trust or position of power, or influence held by me.
- Report any concerns about myself or others especially, children or adults at risk to the Safeguarding Officer at RLSS Poole Lifeguard.
- Promote clubs rules, policies, procedures, guidance and codes of conduct to other participants especially those new to the club.
- Play fairly within the rules of the sport, competition or event and never deliberately cheat or be dishonest.
- Be responsible for informing my club or event organisers about any known medical condition, previous injuries, illness, disability or additional support needs that may affect my participation in activities, sports, competition and events.
- Not participate under the influence of alcohol or illegal substances.
- Not improve individual performance with the use of banned substances or banned techniques.
- Not do and say nothing that will bring the club into disrepute for e.g. making an inappropriate comment or communication about a fellow participant, club official, event organisers, volunteer, staff or instructor/trainer/assessor including but not exclusive of social media, email, direct or physical communication.
- Accept the decisions of Officials without question or complaint. If I have a complaint, I will let the person responsible for the activity e.g. the Event Organiser, Club Captain, or Trainer, to ask the necessary questions and avoid words or conduct which may mislead an Official.
- Give maximum effort and strive for the best performance during a training session, competition or an event.
- Hold the correct qualifications for the level of competition or event I am participating in.
- Learn to accept success and failure, victory and defeat with humility and dignity and without excessive emotional displays.
- Abide and follow the instructions given by the person responsible for the activity or event provided it does not contradict the Codes of Conduct.
- Applaud good performance of other participants regardless of the team they play for.
- Abide by disciplinary sanctions that might be imposed on me.





- Always remember that the aim of participating in the clubs activity including lifesaving is to improve my skills, it is not about the results.

Code of Conduct for Club Officials

As a Club Official I will:

- Read and keep to this Code at all times.
- Treat everyone equally and not discriminate on the grounds of age, religious beliefs, race, gender, social classes, lack of ability or any other consideration.
- Be a positive role model and set a good example of behaviour and act in a way that displays and promotes the values of the club and RLSS UK all times.
- Respect everyone and never engage in abusive peer behaviour e.g. take unfair advantage of others, pick on or make fun of each other including displaying bullying, offensive, discriminatory or aggressive/inappropriate behaviour or language.
- Not abuse or misuse any relationship of trust or position of power, or influence held by me, especially when a person is under 18 years of age. Any person responsible for a club activity must refrain from engaging in inappropriate personal or sexual relationships but should explain the ethical reasons for it and discourage any attempt by others and participants from initiating personal or sexual relationship.
- Report any safeguarding concerns about participants especially, children or adults at risk to the Safeguarding Case Officer at RLSS Poole Lifeguard.
- Ensure my club is aware of and follows best practice guidelines to safeguard children and adults at risk from harm and abuse.
- Ensure that proper supervision is provided by suitably qualified coaches/instructors/trainers/assessors or officials who can promote good behaviour and good technical skills.
- Insist on fair and disciplined play- do not accept foul play, cheating or any consideration whatsoever with a view to influence activities e.g. sport or competition outcomes for personal benefit or for my club.
- Ensure all equipment and facilities meet safety standards.
- Not improve individual performance with the use of banned substances or banned techniques.
- Avoid words or actions, which may mislead an Official and accept their decisions

Contacting US

For more details, please address any questions, comments and requests regarding our Policy to RLSS Poole Lifeguard at: chair@rlss-poole.org.uk

Last updated: Sept 2024



RLSS POOLE

CODES OF CONDUCT POLICY



RLSS UK
AFFILIATED LIFESAVING
CLUB
2024

Patron: The Mayor & Admiral of The Port Of Poole
Charity No: 1073840
Founded: June 1975

Website: www.rlss-poole.org.uk
Email: info@rlss-poole.org.uk