

CODE OF CONDUCT – TEAM MANAGER / SELECTOR

A responsible Team Manager/Selector contributes to the development of individuals through:

1. Identifying and meeting the needs of individuals
2. Good team working and communication with coaches, players and their parents/carers
3. Creating an environment in which individuals feel included

Team Managers/Selectors will travel with the team to and from all out of town and overnight events when required

Players under the age of 18 must give prior parent consent for their child to travel unaccompanied by parent/carer, A permission form must be completed.

In best practice team managers/selectors should not have a child participating in an event they are managing/supporting.

Team Managers/Selectors should comply with the principles of good ethical practise listed below:

A Team Manager/Selector must at all times:

1. Hold relevant safeguarding training and a valid PVG applicable to their role
2. Develop an appropriate working relationship with players, based on mutual trust and respect
3. Respect the rights, dignity and worth of every person and treat everyone equally within the context of their sport
4. Clarify, at the outset, with players (and where appropriate with their parent/carer) exactly what is expected of them and what players are entitled to expect from their Team Manager/Selector
5. Consistently display high standards of behaviour and appearance, be an excellent role model including not smoking or drinking or using foul language in the company of players whilst wearing official Bowls Scotland clothing, if you engage in these activities socially then you do so in an appropriate and responsible manner
6. Never ignore, tolerate or engage in any form of bullying
7. Follow all guidelines laid down by Bowls Scotland/club and abide by Bowls Scotland Mobile Phone Policy and Social Media Policy
8. Be available to the players and provide guidance when necessary
9. Not allow allegations to go unchallenged, unrecorded or fail to act upon them

Medical Information

1. Be aware of any medical conditions or allergies that the players may have
2. Be aware if a player is required to take medication during the trip, and discuss the instructions with the parent/carer prior to departure
3. Have ready access to a first aid kit (in team manager bag)

Emergency action and first aid

All team managers/selectors should be prepared with an action plan in the event of an emergency and be aware of First Aid procedures. This will include:

1. Access to First Aid equipment
2. Emergency contact for the players
3. Telephone contact to the Emergency Services

Team Managers/Selectors have the right to:

1. Access ongoing training and information on all aspects of their role, including safeguarding, wellbeing & protection
2. Support in reporting suspected abuse or poor practice
3. Access to support services relevant to the role
4. Fair and equitable treatment by Bowls Scotland/club
5. Be protected from abuse by any adult or junior members, parents and spectators
6. Not to be left vulnerable while carrying out their role

Breaches of the Team Manager/Selector Code of Conduct will be dealt with in accordance with the Bowls Scotland disciplinary procedures.

I understand that if I do not follow the Team Manager/Selector Code of Conduct, Bowls Scotland/ the club may take any / all of the following actions:

1. Be required to apologise formally
2. Receive a warning; verbal or written
3. Required to meet with the club, Wellbeing & Protection Officer or designated members of the club committee.
4. Required to meet with Bowls Scotland, Safeguarding Lead or other designated members of Bowls Scotland Staff/Board
5. Monitored by another volunteer/committee member/staff member
6. Required to attend an education course
7. Suspension
8. Required to leave or be removed from post

Policy Acceptance

By signing the code of conduct, I acknowledge that I have read and agree to abide by the following Bowls Scotland policies (found on www.bowlsscotland.com)

- Wellbeing and Protection Policy
- Anti-Bullying Policy
- Mobile Phone Policy
- Social Media Policy

I have read and understood the above Code of Conduct and I agree to be bound by it:

Signed	
Name (Print)	
Date	