



Honiton Running Club Junior Section Welcome Pack

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INTRODUCTORY LETTER TO PARENTS/CARERS

Dear PARENT/CARER,

On behalf of HONITON RUNNING CLUB I would like to welcome your child to the club and provide you with some information about our activities. The club provides opportunities for young people between the ages of 11 and 16 to receive coaching and competition in running. All coaching is by qualified coaches who are trained and have been screened for their suitability for working with young people.

Our club website (www.honitonrc.com) gives contact information for adult club officials and the contacts page of the Juniors Site gives contacts specific to the Junior Club. Please feel free to contact us at any time.

I hope that that our relationship will be long and productive for you and your child.

The club officials have produced this Introduction & Welcome Pack which gives comprehensive guidelines on club policy with respect to our relationship with you and your child. Please take a little time to read through the guidelines and if there are any areas that need clarifying do not hesitate to ask one of the coaches or club officials.

The club has achieved the UK Athletics "Clubs Future" award demonstrating an efficient & effective club management structure with due regard being offered to all participants within that structure. Honiton Running Club is now considering working towards Sport England's Clubmark, which is awarded to clubs by England Athletics when the club is able to demonstrate that it meets the England Athletics criteria in areas such as safeguarding and protecting children; sports equity and ethics and club management. Clubs Future & Clubmark are acknowledgements that we take these issues seriously and that we are striving to provide a high quality and welcoming environment for young participants in the sport. Our club welfare officers are responsible for ensuring that our child protection policy is implemented and can be contacted should you have any concerns. Littleton School also hold records of our child protection registrations and are able to verify the suitability of our club coaches.



We welcome parents to all training and competitions and value your support. Below is some information about training times and dates, and details regarding travel arrangements, kit and club registration.

Travel arrangements should be made to take your child to and from training sessions. We appreciate it if children can arrive promptly and are collected promptly at the end of the session. If you are going to be late picking your child up, please contact the HEAD COACH and let them know.

Club training kit consists of suitable T-shirt top, shorts or tracksuit bottoms, and trainers. A tracksuit or other outer garment is also useful to keep warm at the beginning and end of sessions. Wet weather protection should be worn if it is raining. If a junior is going to continue in the club we recommend buying proper running shoes. A bottle of water is a good idea particularly in hot weather.

The Joining Fee for the club is £5. This is the cost of registering the junior with England Athletics and entitles the junior to reduced entry fees in some running events. The cost of each training session is £1 and it would be appreciated if each term was paid for in advance at the first session of the term.

We would be grateful if you could complete the Junior Club Membership form. For the safety of your child it is important that the club is informed of any medical condition or allergies that may be relevant, should your child fall ill or be involved in an accident while at the club.

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If you would like to talk to someone at the club about this information or your child's involvement with the club, please contact the Administrator.

As with any relationship there are a number of protocols, rules and guidelines, which we must observe in order for us to meet legal and moral obligations. In addition, and more critically, we must also observe these protocols to ensure the health and safety of all involved in the



Honiton Running Club

Juniors

relationship. So you will see below, codes of practice for junior members and parents/carers. By signing the application form you and the junior are also signing up to the codes of practice.

We thank you for your co-operation and look forward to meeting you at some point in the future.

Yours sincerely,

A handwritten signature in black ink, appearing to read "P. Lowman". The signature is fluid and cursive.

Paul Lowman
Chairman Honiton Running Club

Contact information:

| | | |
|---------------------------|----------------|------------------------------------------------------------------------|
| Head Junior Coach: | Richard Harvey | 01404 881466 |
| Welfare Officers: | Jo Lowman | 01404 43013 |
| | Warren Oak | 01404 46899 |
| Administrator: | John Burgess | 01404 42341 |
| | | wjohnburgess@hotmail.com |

WEBSITE: www.honitonrc.com



CODE OF PRACTICE FOR JUNIOR MEMBERS

HONITON RUNNING CLUB is fully committed to safeguarding and promoting the wellbeing of all its members. The club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with the Head Junior Coach or other official of the club.

As a member of HONITON RUNNING CLUB, you are expected to abide by the following junior code of practice:

- ✓ All members must play within the rules and respect coaches, helpers and their decisions.
- ✓ All members must respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background or religious beliefs or sexual identity.
- ✓ Members should keep to agreed timings for training and competitions or inform their coach if they are going to be late.
- ✓ Members must wear suitable kit – See separate list – for training and match sessions, as agreed with the coaches.
- ✓ Members must pay any fees for training or events promptly.
- ✓ Junior members are not permitted to smoke at the club or whilst representing the club at competitions.
- ✓ Junior members are not allowed to consume alcohol or drugs of any kind at the club or whilst representing the club. The consumption of drugs by any athletes can lead to being banned from the sport.
- ✓ Junior members whose behaviour is unacceptable will be warned and parents/carers will be informed. Persistent poor behaviour will lead to loss of membership.



CODE OF PRACTICE FOR PARENTS/ CARERS

- ✓ Encourage your child to learn the rules and play within them.
- ✓ Discourage unfair play and arguing with officials and leaders.
- ✓ Help your child to recognise good performance, not just results.
- ✓ Never force your child to take part in sport.
- ✓ Set a good example by recognising fair play and applauding good performances of all.
- ✓ Never punish or belittle a child for losing or making mistakes.
- ✓ Support your child's involvement and help them to enjoy their sport.
- ✓ Encourage and guide performers to accept responsibility for their own performance and behaviour.
- ✓ Ensure that your child is properly equipped for activities.
- ✓ Use correct and proper language at all times.
- ✓ Publicly accept officials' and leaders' judgements and do not enter into arguments in public.
- ✓ In the event of any problems that cannot be resolved by talking with club coaches, please contact the club chairman.



EQUITY POLICY STATEMENT

- ✓ This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.
- ✓ The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- ✓ The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- ✓ All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- ✓ The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

CODE OF PRACTICE FOR USE OF PHOTOGRAPHS

Honiton Running Club is committed to providing a safe environment for junior members. Part of this pledge is to protect them from the inappropriate use of photographic images. Photographs may be taken of Juniors at running events and may be published in local newspapers or appear on the club website. Whilst it is nice to have a photographic record of members in action we undertake to ensure that if a photograph is published on the website no name address or any other personal detail will be given. Newspaper photos showing individual achievement will usually have the name of the junior included.

Before any photographs are published we need the parents consent and there is space on the membership form to indicate your wishes.