

## **Code of Good Practice for those leading KRSP activities**

All leaders of KRSP activities (Staff, Service Providers, Partner Personnel, and Volunteers) must read and agree to deliver programmes within the KRSP general good practice guidelines. Leaders must sign up to and abide by the following Code of Good Practice.

### ***LSP Child Centred and Vulnerable Person Centred Approach***

All LSP activities involving children and vulnerable persons shall be guided by what is best for the child and vulnerable person. Activities shall be conducted in a safe, positive and encouraging atmosphere. Standards of excellence should extend to personal conduct.

Children and Vulnerable Persons are entitled to:

- Be safe and to feel safe
- Be listened to
- Be believed
- Be happy, have fun and enjoy sport
- Be treated with dignity, sensitivity and respect
- Have a voice in the programme or activity
- Comment and make suggestions in a constructive manner
- Participate in sporting activities on an equal basis, appropriate to their ability and stage of development
- Participate at a level at which they feel comfortable
- Make complaints in an appropriate way and have them dealt with through an effective complaints procedure
- Get help against bullies
- Say no
- Protect their own bodies
- Be afforded appropriate confidentiality

### ***Creating a Positive Atmosphere***

Those leading KRSP activities must:

- Have children and vulnerable person's safety and enjoyment as their number one priority
- Strive to create a positive environment for children and vulnerable persons in their care and ensure that positive and healthy experiences are provided
- Be aware of and respect the rights, dignity and worth of every child and vulnerable person and treat everyone equally, regardless of sex, ethnic origin, religion or ability
- Remember that skills and personal development rank above winning
- Understand the developmental needs of children and make them aware that their participation is valued.
- Prioritise the learning of appropriate skills above competition or too much training
- Be aware of time limitations, e.g. school/exams, when scheduling activities
- Be generous with praise and never ridicule or shout at children and vulnerable persons for making mistakes or not winning an event. We all learn by making mistakes so improvement in skills should be praised and an individual's efforts treated with respect
- Give equal time and attention to all participants and avoid singling out any one participant for special attention, praise, criticism or ridicule
- Act quickly and appropriately if any form of bullying is identified whether from other participants, leaders or parents and guardians
- Act within the rules of the activity and ensure that participants understand the rules.
- Respect a child's personal space
- Never use physical punishment

### **Setting Good Example**

Those leading KRSP activities should:

- Act as role models. Promote the positive aspects of sport and physical activity and maintain the highest standards of personal conduct.
- Avoid smoking when working with young people and not consume alcohol or non-prescribed drugs before or during sessions. Avoid consuming alcohol in view of young people.
- Avoid socialising inappropriately with children and vulnerable persons e.g. outside of structured organisational activities
- Treat other leaders and officials with respect and encourage children and vulnerable persons to do likewise. Accept decisions made by officials in a sporting manner.
- Ensure that their language and gestures are appropriate avoiding foul, racist, sectarian remarks or signs.
- Ensure that offensive or sexually suggestive physical conduct and/or verbal language is not used or allowed.
- Promote a sense of fair play and appreciation and respect for the skills of other participants.
- Act in a professional manner.
- Treat all children as individuals.
- Create an atmosphere of trust.
- Use all information in respect of children or vulnerable person only for the purpose for which it was given, subject to child or vulnerable person protection concerns

The Leader's responsibilities are to:

- be familiar with and follow the required procedures in the KRSP Child Welfare and Protection Policy
- carry out agreed duties and responsibilities understanding that the welfare of children and vulnerable persons is paramount
- be qualified for the position and keep up-to-date with required knowledge and skills
- create a safe environment for children and vulnerable persons by:
  - Planning and preparing appropriately for sessions
  - Adhering to the adult / child or vulnerable adults ratios
  - Making sure all levels of participation are appropriate to development stage with the setting of age appropriate and realistic goals
  - Ensuring all equipment is checked prior to session and that any necessary protective equipment is used by participants
  - Keeping attendance records
  - Keeping a record of any relevant medical conditions of the participants
  - Keeping a record of or having access to emergency contact numbers for parents and guardians
  - Ensuring that there is a First Aid kit at all sessions and keep a record of injury(s) and actions taken. Contacting the participants parents and keep them informed of all details
  - Keeping a brief record of problem/actions/outcomes if behavioural issues arise
  - Reporting any concerns in accordance with this policy reporting procedures
  - Ensuring the conduct of the game is fair and safe
  - Ensuring parents / guardians are present at finishing time of sessions or events
  - Ensuring that children or vulnerable persons are not left unattended or unsupervised.

**I agree to abide by this Code of Good Practice**

**Name:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_