



# BOURNEMOUTH ATHLETIC CLUB

[bournemouthathleticclub.co.uk](http://bournemouthathleticclub.co.uk)  
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## Team Managers - Code of Conduct

### Based on the UKA Welfare Procedure

#### As a responsible athletics team manager you will:

- take reasonable care in all circumstances of any athlete below the age of 18 who is at an event without someone with parental responsibility
- look after young athletes' personal safety at event venues
- provide the appropriate ratio of staff for the age and ability of the athletes e.g. a minimum of one adult member of staff for every ten children who may be travelling away from the home venue
- provide staff of the same sex as the athletes i.e. avoid cross-sex chaperoning
- Upon completion of the volunteer action plan for the sport, ensure that all volunteers for an athletics' team have been CRB checked and have completed appropriate child protection training
- comply with any local Duty of Care and/or Child Protection policies and procedures that might be in place e.g. Local Authority or school procedures that cover particular venues or athlete groups
- notify all parents/carers of athletes under 18 of the times and venues of any competitions and of appropriate contact telephone numbers
- ensure that written, informed consent has been collected from all persons with parental responsibility for the participant in advance of a competition including next of kin and contact details, medical conditions such as allergies, and ensure medication is available for the child for the duration of the event. Medication should be administered by the person with parental responsibility
- liaise with young athletes' parents/person with parental responsibility if they become involved in an accident or a serious breach of safety or discipline while under your care