

Balyna Juvenile GAA Club

Child Protection Policy, Code of Conduct and Practice

Approved at Annual General Meeting by Balyna Juvenile Gaelic Football Club
on the 29th January, 2010.

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Glossary of Terms

Young Players/Children/Young People

For the purpose of this Code of Best Practice in Youth Sport young players, children and young people are recognised as persons under 18 years of age. Legislation in certain jurisdictions stipulates that a child is a person under the age of 18 who is not or has not been married. For the purpose of this publication, the terms 'young players, children and young people' are regularly used and may in some instances reflect the differences in age within this definition.

Parents/Guardians

The terms Parents and or Guardians are used intermittently throughout the Code to indicate the legal Parents and/or Guardians of our under age players.

Managers, Coaches and Mentors of under age teams

Personnel appointed by a Club to oversee the effective organising of a team on behalf of the Club in line with the GAA philosophy of fair play, respect, participation, enjoyment and skills development.

Club Children's Officers

Persons appointed to ensure the recognition and development of a child and youth centred ethos within each Club and to act as the link between the children/young people and adults.

Designated Persons

Persons appointed at Club level who are responsible for reporting allegations or suspicions of child abuse to the Statutory Authorities. These persons will also report such allegations as appropriate to the relevant committee within the Association.

A Vulnerable Adult

Is defined in the Code as having special needs or where vulnerability is defined as 'a person aged 18 years or over who is, or may be, in need of community care services or is resident in a continuing care facility by reason of mental or other disability, age or illness or who is, or may be, unable to take care of him or herself or unable to protect him or herself against significant harm or exploitation'.

Statutory Authorities

Statutory Authorities who promote the welfare and protection of children and young people and who have a legal responsibility for the investigation and/or validation of suspected child abuse, i.e. in the Republic of Ireland it is An Garda Síochána and the Health Service Executive and in Northern Ireland it is the Police Service of Northern Ireland (PSNI) and the Social Services.

1 Policy Statement

Balyna GAA is fully committed to safeguarding the well-being of its members. Every individual in Balyna GAA should at all times, show respect and understanding for members rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the GAA Code of Best Practice in Youth Sport.

In Balyna GAA our first priority is the welfare of the children and young people. We are committed to providing an environment which will allow participants to perform to the best of their ability, free from bullying and intimidation.

2 Child Protection Policy Statement

Balyna GAA is committed to creating and maintaining the safest possible environment for all young people who wish to participate in our Gaelic Games and activities. We shall take all practicable steps to protect them from discernable forms of abuse, from harm, discrimination or degrading treatment and shall respect their rights, wishes and feelings.

Balyna GAA do this by:

- Recognising that all children have the right to be protected from harm.
- Ensuring that all our coaches and volunteers are carefully recruited and selected and that they accept responsibility for ensuring the well-being of children in their care.
- Responding swiftly and appropriately to protect the welfare of children who participate in our Games and related activities.
- Providing parents and children with the opportunity to voice any concerns they may have.
- Appointing a Children's Officer in our Club.
- Appointing a Designated Person in our Club who will liaise with the statutory authorities as appropriate.
- Ensuring that all allegations of abuse of young people are confidentially dealt with in accordance with the GAA Guidelines for Dealing with Allegations of Abuse (Fourth Edition 2009) and with all statutory guidelines and relevant legislation.
- Reviewing the effectiveness of our Child Protection procedures and policies on an ongoing Basis.
- Ensuring that members, coaches, team mentors, administrators, parents/guardians and spectators sign up to and adhere to our Code of Behaviour.

3 Code of Behaviour for all Persons Working with Young People

Balyna GAA has adopted the GAA Code of Behaviour for all Persons Working with Young People. This Code of Behaviour complements the Code of Ethics and Good Practice for Children's Sport and addresses the appropriate levels of behaviour, practice and conduct required from our young players, officials, coaches, trainers, mentors, supporters, parents/guardians and clubs.

Everyone involved in **Balyna GAA**, in our sports and activities should accept the roles and responsibilities that they undertake as we commit ourselves to maintaining an enjoyable and safe

environment for all. The safeguarding of our members will always be a key priority as we recognise that the welfare of the child is of paramount importance in our work.

Balyna GAA will use this Code of Behaviour in tandem with other key aspects of the GAA Code of Best Practice in Youth Sport where it has been outlined in greater detail our roles and responsibilities when working with children and young people.

When dealing with allegations of abuse or suspected instances of abuse the Designated Person of **Balyna GAA** Club will refer to the GAA Guidelines for Dealing with Allegations of Abuse (Fourth Edition 2009) for direction and further information.

Balyna GAA wish to see this code developed, promoted and implemented as an initiative that encourages fair play, respect, equal opportunities and safety.

YOUNG PLAYERS of Balyna GAA Club

Young players can benefit greatly from sports in terms of personal development and enjoyment. As part of their participation our players must be encouraged to realise that they also have responsibilities to treat others with fairness and respect. With rights there will always be responsibilities.

Balyna GAA will have a 'sign-up' procedure, whereby young people agree to abide by the *Code of Behaviour* and to any other relevant policies and codes within the GAA.

YOUNG PLAYERS should be entitled to:

- Be safe and feel safe.
- Have fun and experience a sense of enjoyment and fulfilment.
- Be treated with respect, dignity and sensitivity.
- Comment and make suggestions in a constructive manner.
- Be afforded appropriate confidentiality.
- Participate in games and competitions at a level at which they feel comfortable.
- Be listened to.
- Make their concerns known and have them dealt with in an appropriate manner.
- Be protected from abuse.

YOUNG PLAYERS should always:

- Play fairly, do their best and enjoy themselves.
- Respect fellow team members regardless of ability, ethnic origin, cultural background or religion.
- Support fellow team members whether they do well or not so well.
- Represent their team, their club and their family with pride and dignity.
- Respect all coaches, mentors, officials and their opponents.
- Be gracious in defeat and modest in victory.
- Shake hands before and after the game irrespective of the result.
- Inform their coach/mentor/manager when they are unavailable for training and games.
- Talk to the Club Children's Officer with any concerns or questions they may have.
- Adhere to acceptable standards of behaviour and their Club's Code of Discipline.
- Tell somebody if they or others have been harmed in any way.
- Take due care of club equipment.

YOUNG PLAYERS should not:

- Cheat – always play by the rules.
- Shout at or argue with an official, team mates or opponents or use violence.
- Use unfair or bullying tactics to gain advantage or isolate other players.
- Spread rumours.
- Tell lies about adults or other young people.
- Play or train if they feel unwell or are injured.
- Use unacceptable language or racial and/or sectarian references..

COACHES, MENTORS AND TRAINERS involved with **Balyna GAA Club**

All Coaches, Mentors and Trainers (referred to hereafter as Coaches) in **Balyna GAA should ensure that young people and children benefit significantly from our games by providing a positive, healthy and encouraging ethos for all. In developing the skills levels of every player you should always encourage enjoyment, fun and participation in our games and activities. Coaches should always remember that they are role models for the players in their care.**

Recruitment of Coaches by **Balyna GAA**

As a Coach working with young people and children you are required to be suitable for your chosen role(s). Appropriate training and supports will be provided so as to ensure that Coaches are suitable, comfortable and qualified to fulfil their roles. All persons working or volunteering for such roles will also participate in agreed recruitment and selection procedures as outlined elsewhere in this Code.

Maintaining a child centred approach:

- Respect the rights, dignity and worth of every person and treat each one equally regardless of age, gender, ability, ethnic origin, cultural background or religion.
- Be positive during coaching sessions, games and other activities so that participants always leave with a sense of achievement and an increased level of self-esteem.
- Recognise the development needs and capacity of all young players, regardless of their ability, by emphasising participation for all while avoiding excessive training and competition. Skills development and personal satisfaction should have priority over competition.
- Develop an understanding of relevant coaching methods and ensure that you have the appropriate level of coaching accreditation.
- Don't equate losing with failure and do not develop a preoccupation with medals and trophies. The level of improvement made by young players is the best indicator of effective coaching.

Coaches should lead by example

- Avoid smoking while working with young players.
- Do not consume alcohol or non prescribed drugs immediately prior to or while young players are in your care.
- Never use foul language or gestures to a player, opponent or match official.

- Only enter the field of play with the referee's permission and do not question a referee's decisions or integrity.
- Encourage players to respect and accept the judgement of match officials.
- Promote Fair Play.
- Encourage parents to become involved in our activities wherever possible.

Conduct of Coaches when working with young people.

- Don't shout at or lecture players or reprimand/ridicule them when they make a mistake. Children learn best through trial and error. Children should not be afraid to risk error so as to learn.
- Never use any form of corporal punishment or physical force.
- Avoid incidents of horse play or telling jokes etc that could be misinterpreted.
- Ensure that all physical contact is appropriate and has the permission or understanding of the young person.
- Never undertake any form of therapy – hypnosis etc, in the training of children.
- Develop an appropriate working relationship with children based on mutual trust and respect.
- Challenge bullying in any form whether physical or emotional. Bullying is not acceptable behaviour be it from a young person, mentor, parent or guardian.

Avoid compromising your role as a Coach

- Avoid a situation where you are alone in a car or dressing room with a player.
- Avoid taking coaching sessions on your own.
- Avoid spending excessive amounts of time alone with a player or away from others.
- Avoid taking young players to your home.

Best practice

- Ensure that all players are suitably and safely attired to play their chosen sport.
- Keep a record of attendance at training and at games by both players and coaches.
- Be punctual and properly attired.
- Rotate the method used for selecting teams so that the same children are not always selected to the exclusion of others.
- Set realistic - stretching but achievable performance goals.
- Encourage parents/guardians to play an active role in organising and assisting various activities for your teams and your club.
- Use mobile phones, if deemed appropriate, only via a group texts system for communicating with the parents/guardians of players and receive such permission at the commencement of each season.
- Do not communicate individually by text with under age players.
- Keep a record of each injury and action taken. Ensure that another official referee/team mentor is present when a player is being attended to and can corroborate the relevant details.
- Ensure that all dressing rooms and the general areas that are occupied by your players and other club personnel, prior to, during or immediately following the completion of any match are kept clean and are not damaged in any way.
- If it is necessary to transport a child/young person in your car, ensure that they are seated in a rear seat with seat belts securely fastened.
- Make adequate provision for First Aid services.
- Do not encourage or permit players to play while injured.

PARENTS/GUARDIANS of Balyna GAA Club

Parents/Guardians have an influential role to play in assisting and encouraging their children to adopt a positive attitude and in encouraging them to maintain an involvement in sport. They should always be a good role model for their children.

Parents/Guardians should encourage their child to:

- Play by the rules.
- Improve their skills levels.
- Appreciate everybody on their team, regardless of ability.
- Maintain a balanced and healthy lifestyle with regard to exercise, food, rest and play. Seek advice if necessary from club officials on this issue.

Parents/Guardians should lead by example:

- Respect officials' decisions and encourage children to do likewise.
- Do not exert undue pressure on your child.
- Never admonish your own child or any other child for their standard of play.
- Be realistic in their expectations.
- Show approval for effort, not just results.
- Never embarrass a child or use sarcastic remarks towards a player.
- Applaud good play from all teams.
- Don't criticise playing performances. Identify how improvements may be made.
- Do not seek to unfairly affect a game or player.
- Do not enter the field of play or play area unless invited to do so by an official in charge.

Parents/Guardians should:

- Complete and return the registration/permission and medical consent forms for their participation in the club.
- Inform the mentors of any change in their medical or dietary requirements prior to coaching sessions, games or other activities.
- Ensure that their child punctually attends coaching sessions/games or other activities.
- Provide their child with proper clothing and equipment.
- Ensure that the nutrition/hydration and hygiene needs of their child are met.
- Avoid asking a child or young person, 'How much did you score today or what did you win by or what did you lose by.' Ask them 'did they enjoy themselves'.
- Listen to what young people have to say.
- Show approval whether the team wins, loses or draws a game.
- Never attempt to meet their own needs and aspirations for success and achievement through their children's participation in games.

Parents/Guardians should assist their club by:

- Showing appreciation to volunteers, mentors and club officials.
- Attending training and games on a regular basis. events as requested.
- Respect the rights, dignity and worth of every person and treat each one equally regardless of age, gender, ability, ethnic origin, cultural background or religion.

Parents/Guardians have the right to:

- Know their child is safe and to make a complaint if they believe that their child's safety is in

any way compromised.

- Be informed if their child gets injured.

SUPPORTERS of Balyna GAA Club

Young players are eager to enjoy and benefit from the support they receive from parents, guardians, friends and other members of the club who attend our games as spectators. Active, loyal and well behaved supporters are always welcome to attend and support our games but should be aware that their conduct will always reflect upon the team, players and clubs that they support.

Fellow supporters have a responsibility to ensure that all spectators conduct themselves in an acceptable and well behaved manner at all times when attending under age games and competitions.

Supporters should always realise that young players participate in organised sport for fun.

Supporters add to the enjoyment of our games by:

- Applauding good performance and efforts from your club's players and from your opponents, regardless of the result.
- Condemning the use of violence in any form, be it by fellow spectators, coaches, officials or players.
- Encouraging players to participate according to the rules and the referees' decisions.
- Demonstrating appropriate social behaviour by not using foul language or harassing participants, mentors or officials.
- Respecting the decisions of all officials.
- Never ridiculing or scolding a player for making a mistake during games or competitions
- Showing respect to your Club's opponents. Without them there would be no games or competitions.
- Upholding the principles of FAIR PLAY and RESPECT for all.

Balyna GAA Club, THE CLUB

Balyna GAA Club recognises that all clubs that cater for under age players must do so with a child centred approach and philosophy that recognises that the welfare of the child is paramount, thus ensuring that those chosen by us to work with children and young people are at all times competent and confident as to their roles and responsibilities.

Balyna GAA Club will endeavour to provide these people with the necessary supports and ensure in the best interests of the child, the young person and the adult that all those chosen to work on the club's behalf have been selected following thorough recruitment, selection, training and coaching procedures.

Balyna GAA Club will endeavour to Promote Quality Participation by:

- Adopting this Code of Behaviour as a basic level of agreement between the club and their players, their mentors, parents/guardians and supporters.
- Leading by example and ensuring that you have a user friendly and child centred approach to your work and that you provide an equal opportunity to all who wish to participate in your games and activities, regardless of an individual's ability.

- Developing effective procedures for responding to and recording all attendances, incidents, accidents and injuries.
- Accessing relevant information on Alcohol and Substance Abuse Prevention Programmes and promoting relevant training in this area of health awareness for relevant club personnel.
- Distributing information on Anti Bullying strategies in our work with young people and by adopting and implementing an Anti Bullying Statement in the club. Encourage the participation of club representatives by:
 - Communicating regularly with your Mentors and clearly agree and define their roles.
 - Ensuring that the Irish Sports Council and Sport NI Code of Ethics training is undertaken by all persons working in an official capacity with children and young people on behalf of the club.
 - Adopting and implement clearly defined recruitment and selection procedures when choosing mentors to work with children and young people.

Encourage the Participation of Young Players:

- Ensuring that the types of programmes, rules, equipment, length of games and training schedules are structured to facilitate greater participation by all young players, are suitable to all age categories, and to the ability and maturity level of young players.
- Respecting the rights, dignity and worth of all players by treating them equally regardless of their age, gender, ability, ethnic origin, cultural background or religion.
- Creating pathways for young people to participate in your games not just as players but afford other developmental opportunities including training to become a referee, coach etc.
- Ensuring that on the occasions when the team may travel away and stay overnight that separate sleeping facilities are provided for all adults and for young people. Similarly, for mixed groups separate sleeping quarters for males and females shall be required.
- When your group consists of both males and females you are required to have male and female leaders/mentors present. Encourage the Participation of Parents/Guardians by:
 - Encouraging parents/guardians to become part of the club and to make themselves aware as to the running of juvenile games and activities and to the rules and codes that direct us in our work.
 - Encouraging the participation of parents and guardians in all aspects a club's activities and events and in the organising and delivery of our games.
 - Welcome all parents/guardians to attend the games and training sessions that relate to their children. Information relating to such events should be made known to them at all times.
 - Informing parents/guardians as to the identity of their Children's Officer. This person should be available to assist with any concerns or enquiries that parents/guardians may have regarding the welfare and safety of children and young people in the club.

Develop Best Practice in Club Structures and Administration by:

- Ensuring that the Juvenile Section of the club is structured in accordance with good practice Guidelines.
- Ensuring that all club officials are aware as to their responsibilities to all children and young people.
 - **Balyna GAA Club** has appointed a Children's Officer whose role shall include the monitoring of the child centred ethos of the club. The Children's Officer will also ensure that the club is complying with the Code of Ethics and Good Practice (Irish Sports Council/ SportsNI), the GAA Code of Best Practice in Youth Sport and with policies and guidelines as issued by statutory authorities and agencies.
 - **Balyna GAA Club** has appointed a Designated Person whose role shall include liaising with

Statutory Authorities and the GAA at national level in relation to the reporting of allegations and/or suspicions of child abuse.

- Ensuring that all players are covered by their relevant Injury Scheme and that all premises etc in use by our club and players are equally covered for property/liability insurance as deemed necessary.
- Seeking the agreement of parents/guardians when their sons/daughters under 18yrs of age are invited into adult squads. Boundaries of behaviour in adult groups are normally different from the boundaries that apply to under age teams and squads.

4 Roles and Responsibilities

The club's officers are appointed at the annual general meeting

4.1 Chairperson

The role of the chairperson is to provide leadership and teamwork skills to ensure the club is run in an efficient and progressive manner.

It is the responsibility of chairperson to chair all club meetings (where possible), ensure that club rules are implemented, liaise with the senior club and other bodies, and to ensure fundraising structures are in place. He/she will also encourage proper debate on issues relevant to the club.

The chairperson ensures that the AGM is held at the appropriate time each year and that proper notification is given of the AGM.

A vice-Chairperson may be appointed at the AGM to deputise for the Chairperson in his/her absence.

4.2 Secretary

The role of the Secretary is to provide the administrative skills to ensure that the club runs smoothly.

All club correspondence and documentation is held and filed by the Secretary.

It is also the role of the Secretary to keep the club's sports leaders and parents informed of club activities and developments and to provide notice, minutes and agendas of meetings.

It is the responsibility of the Secretary to ensure that children partaking in the club's activities are registered and insured with the club. He/she will maintain a registration list for each age group.

An Assistant-Secretary may be appointed at the AGM.

4.3 Treasurer

It is the responsibility of the Treasurer, in conjunction with the assistant treasurer

- to administer the funds and bank accounts of the club.
- to keep the committee informed of the financial situation in the club.
- to present the annual accounts at the AGM.

An Joint Treasurer may be appointed at the AGM.

4.4 Coaches and Selectors

The primary responsibility of the coaches and selectors for the different age groups is

- to organise and run training sessions,
- to arrange challenge games with other clubs, and

- to ensure, where relevant, that all official fixtures are fulfilled.
- Select the team while maintaining a child centered approach at all times (i.e. rotating the team captaincy and the method used for selecting the team). When selecting the team the coach/managers word is final.

Coaches and selectors are required to ensure that the children in the group for which they have responsibility have completed a club registration form and are insured.

Selectors and coaches will be expected to attend relevant coaching courses organised by the club. All coaches/mentors/managers must have completed all of the following.

1. Foundation Level Coaching Course.
2. Child Awareness and Code of Ethics Course.
3. Sign up to GAA Code of Behaviour.
4. Complete Garda Vetting

4.5 Parents/Guardians

Parents and guardians are welcome and encouraged to become involved in the club either as coaches or officers (sports leaders) or by providing assistance and support, for example, by attending matches or assisting in travel arrangements.

Parents are asked to liaise with sports leaders and ensure that children are properly registered with the club sign up to and abide by the club's Code of Behaviour.

Parents/Guardians are also asked to involve themselves in the fundraising activities of the club.

4.6 Club Children's Officer

Persons appointed to ensure the recognition and development of a child and youth centred ethos within the Club and to act as the link between the children/young people and adults.

The Club Children's Officer should:

- Promote greater awareness within the Club of the GAA Code of Best Practice in Youth Sport and Balyna GAA Code of Behaviour.
- Make all coaches/mentors etc aware of the need to attend the appropriate training courses particularly Child Awareness/Code of Ethics Course.
- Ensure, in as far as possible, that all Players/Coaches/Mentors/Parents/Officials/Spectators adhere to the Code of Best practice for Youth sport and Code of Behaviour of Balyna GAA Club.
- Develop good practice procedures in the recruitment and selection of persons working with young people in the club.
- Assist with the distribution of Garda Vetting within the club.
- Monitor together with team mentors/coaches any significant drop out rates or lack of attendance of underage players and report accordingly to the Club Committee.
- Maintain on-going contact with the County Boards Children's Officer.

Club Children's Officer do not have the responsibility to investigate or validate child protection allegations within the club.

4.7 Club Designated Person

Persons appointed at Club level who are responsible for reporting allegations or suspicions of child abuse to the Statutory Authorities. This persons will also report such allegations as appropriate to the relevant committee within the Association.

The Club Designated Person should;

- Have detailed knowledge of the GAA Code of Best Practice in Youth Sport and the GAA Guidelines for Dealing with Allegations of Abuse document (Fourth Edition 2009).
- Have knowledge of the Code of Ethics Good Practice for Children's Sport (Irish Sports Council and Sport Northern Ireland).
- Have knowledge of statutory guidelines and relevant legislation as they relate to child protection and welfare of young people.
- Have knowledge of definitions, categorisation and indicators of abuse.
- Be familiar with and able to carry out reporting procedures as outlined in the GAA Guidelines for Dealing with Allegations of Abuse (Fourth Edition 2009).
- Communicate with parents and external agencies as appropriate.
- Assist with and identify the need for Code of Ethics training within the Club and other appropriate training in consultation with the Club's Children's Officer.

It is important to note that the Designated Officer does not have a counselling or therapeutic role or a responsibility for investigating or validating child protection concerns within their Club.

All investigations of alleged abuse are carried out by the relevant Statutory Authorities.

5 Complaints Procedures and Club Discipline

5.1 Juvenile Disciplinary Procedures

Misconduct by players will result in a warning issued by a coach, selector or club official. If this misconduct is repeated, minor sanctions, such as a time out from a training session will be invoked. If the misconduct continues the child's parents will be informed or the coach/mentor may request a parent/guardian to collect their child from training or play. This action is appropriate where a player has continued to offend, does not respond to the instructions of the coach, has wilfully damaged club property or property of visiting clubs or teams or where the player has brought the team or club into disrepute during training sessions, match or other organised events. Examples of such serious behaviour are: striking another player/officer of club, using repeated bad language, bullying or refusal to abide by the Clubs Code of Behaviour. Also inappropriate use of a mobile phone (i.e. taking inappropriate pictures in a dressing room or anywhere else) will be considered a serious offence by Balyna GAA.

Where a serious problem has occurred the coach may refer the incident to the Club Children's Officer who will review all matters and may decide to meet the parents/guardians with the coach to try to resolve the difficulties. Where the problem is not resolved the sanctions outlined below may be imposed.

- Issue warning as to future behaviour
- Suspension from training and/or matches.
- Suspension from club teams
- Suspension from club
- Expulsion from club

5.2 Stage 1 (informal complaint)

Balyna GAA will endeavour to deal with all informal/verbal complaints as soon as possible.

A complaint may be made to the Clubs Childrens Officer, Designated Person or a member of the Committee. All complaints will be noted and kept on file.

The clubs first course of action will be to encourage the complainant to speak directly to the person they have an issue with in a calm and non-aggressive manner. If the issue cannot be resolved then a member of the committee or the Children's Officer (if deemed appropriate) may

mediate to try to resolve the issue.

If there are numerous complaints about a club member/coach/parent/player etc. the club may bring the matter to the Disciplinary Committee to resolve it.

5.3 Stage 2 (formal complaint)

If the complaint cannot be resolved at the first stage (informally) then the complaint must be put in writing and given to the Clubs Children's Officer or a member of the Club Committee.

The complaint will be forwarded to the Disciplinary Committee to resolve the problem.

5.4 Disciplinary Committee

The Disciplinary Committee will be made up of the Clubs Committee, Children's Officer, Designated Person and the Clubs Head Coach.

If the complaint is about any of the above mentioned people then that person cannot be part of the Disciplinary Committee.

The complaint shall be responded to in writing within 2 weeks.

If the complaint involves suspected abuse then the Procedure for Reporting Allegation of Child Abuse shall be implemented.

The Disciplinary Committee shall hold a meeting to discuss the complaint.

The Disciplinary Committee shall inform the person whom the complaint is being made against in writing. They may provide a response either verbally (at a meeting with disciplinary committee) or in writing. They may be accompanied by a friend or colleague.

All process will be clearly and accurately recorded at every stage.

All information from the process written or verbal will be kept confidential.

When dealing with a complaint it is important to be clear about:

- The particular incident of concern
- Any previous incidents taken into account
- Any remedial action to be taken, e.g. an apology
- Any new behaviour expected
- and finally what will happen if the arrangements agreed are not adhered to.

Following its deliberations the disciplinary committee may issue any of the following sanctions as it deems necessary:

- Issue warning as to future behaviour
- Suspension from training and/or matches.
- Suspension from club
- Expulsion from club

5.5 Appeals Procedure

A finding of the disciplinary committee may be appealed to an Appeal Committee made up of the officers from the senior clubs.

6 Safety Policy

The club shall endeavour to provide a safe environment for young people at all times. Every effort will be made to eliminate all hazards.

It is recommended that all selectors/coaches undertake a first aid training course.

Selectors/coaches are to have access to relevant emergency and parent contact numbers at all sessions.

Injuries and dangerous occurrences are to be reported by managers to the match referee and the

Club Secretary.

In the interests of safety, the use of chewing gum is prohibited during all club training sessions and matches.

Safe behaviour on and off the field will be promoted by the club.

7 Recruitment and Appointments

Club officers and coaches are nominated and appointed at the club's AGM.

Additional coaches may be appointed during the year if nominated by the club's officers and confirmed at a committee/monthly meeting.

As and from January 2010 all officers and sports leaders who have not previously served with the club must complete Code of Ethics Training Course, Foundation Level Coaching Course, sign up to GAA Code of Behaviour(must be complied with immediately) and Garda Vetting (must be complied with immediately).

8 Guidelines on the use of photographic images.

Balyna GAA proposes the following safeguards and guidelines to ensure that we minimise the risk or threats that inappropriate use of photographs or the recording of images may pose to our young people.

- Balyna GAA will seek parental permission to photograph our players for any sports related activities on an annual basis on our registration forms.
- All children/young people featured in recordings/photos must be appropriately dressed.
- The photograph or recording will focus on the activity rather than a particular young person.
- No personal details relating to the young person will be revealed as accompanying materials to the photograph or recorded image.
- Parents and spectators taking photographs/ recordings should seek permission in advance from the Club and should also be prepared to identify themselves if requested and state the purpose for their photography/filming. If Club personnel are unhappy about any matter relating to such photography the permission granted should be withdrawn immediately.
- Mobile phones with cameras must not be used in dressing rooms.

10 Travel and Away Trips

When travelling away with young people:

Separate permission forms must be signed by parent/guardian containing emergency contact numbers.

A meeting with parents and participants is useful to communicate travel times, competition details, other activities, gear requirements, medical requirements, special dietary needs and other necessary details.

Alcoholic drink, smoking or any other illegal substances are forbidden to players.

Young people should be under reasonable supervision at all times and should never leave the venue or go unsupervised without prior permission.

Make drop off and collection times clear to mentors, parents/guardians and to young people.

Ensure the use of safety belts.

Coaches/mentors should avoid being alone with any child. This especially applies if travelling by car. If you have to transport an individual player for any reason. Put them in the back seat and get parental consent.

Coaches/mentors should remain in pairs at the drop off point until all young people are collected after trips away.

11 Bullying Policy

Balyna GAA Club will not tolerate bullying in any form. The Club's Anti-Bullying Policy may be summarised as follows in line with the Irish Sports Councils Code of Ethics and Good Practice for Children's Sport and the GAA Code of Best Practice in Youth Sport.

Balyna will endeavour to

Raise the awareness within our club that bullying is unacceptable.

Encourage children, coaches/mentors and parents/guardians to report bullying to the Clubs Children's Officer. The Club will use our Complaints procedures to address the problem.

Balyna GAA wishes to obtain the co-operation of parents/guardians to counter bullying.

Bullying behaviour can be defined as repeated aggression be it verbal, psychological or physical, conducted by an individual or group against others. It is behaviour which is intentionally aggravating and intimidating and occurs mainly among children in social environments such as schools, sports clubs and other organisations working with young children. It includes behaviour such as teasing, taunting, threatening, hitting or extortion by one or more children against a victim. It is the responsibility of the coaches/mentors to deal with bullying that may take place in the organisation. Incidents of bullying will be dealt with immediately and not tolerated under any circumstance.



Baile an Fheá Cumann Lúthchleas Gael
Balyna Juvenile Gaelic Football Club



Registration Form

Registration Fee is €20 per player/€50 per family of 3 or more children. Fee must accompany this form to ensure player is eligible for participation in training and matches.

Player's name: _____ (In English) _____ (As Ghaeilge)

Date of birth : (dd/mm/yyyy): _____

Address: _____

Parents/Guardians names: _____

Mother's maiden name: _____

Home telephone no: _____ (home) _____ (mob)

Emergency contact no: _____ (e.g. second mobile number for parent/guardian)

Team : _____

Child's relevant medical condition or relevant medication information : _____

Family Doctor's name and number: _____

Information on team training, games or club news will be sent to you on a regular basis via group texts. It is the Club's wish that this information be sent to the parents or guardians of our under age players rather than directly to the under age players. What telephone contact number may we use to contact your child?

Information contact number: _____ (must be parents/guardians number)

During the season our teams/players will be travelling to matches and training sessions and we wish to inform parents that it is your responsibility to bring your own child to the games and training sessions. If you are unable to bring your child to a game/training session you may give consent below to allow a parent/club official to bring your child on your behalf. Please deleted one of the following options and sign below.

I give my consent / I do not give my consent:

Signature of parent/guardian : _____ **Date :** _____

During the season our teams may be photographed or filmed for coaching purposes, or as part of match coverage in newspapers or for use on our club web site or for publicising our Club. Such photographs will adhere to the GAA Guidelines for use of photography and filming and should you object to your child being photographed or filmed please inform your team manager as part of this registration procedure.

In signing this Registration Form all parties (Player, Parents/Guardians) are bound by Balyna Juvenile Gaelic Football Club's, **Code of Behaviour and Best Practice for Children's Sport**. A copy of this document may be obtained from any committee member.

Signature of parent/guardian : _____ **Date :** _____

Signature of player : _____ **Date :** _____

