



**CLUB MEMBER**

**INDUCTION PACK**

Welcome

This pack is to provide coaches, members and volunteers with important information they require on behalf of Volleyball Ireland. This pack will also enable sport leaders (players, coaches and volunteers) to deliver effective, quality volleyball activities whilst ensuring the safety of all participants. It will also communicate the standards of behaviour expected by Volleyball Ireland (VI).

## **Our Background**

Santry Volleyball Club was established in the spring of 1994 by Denise Tallon. However, it all started in school before that. She was one of the teachers in School in Whitehall in the mid-80's. At that time, Santry VC had an important tie-in with the school and that was a good source for attracting new players. Santry VC was formed with a group of girls in school and entered their first competitions in 1985. In 1985-1993, the group entered several school competitions and won different titles. Due to this success, more players started to arrive and this was when Santry VC was formed. In 1994, the club entered the first group in Division 3 of the National League and won over the years until the club got promoted to a top flight in volleyball- Premier League, in 1997/98 seasons.

Santry Volleyball Club has been active in Santry/Artane area for many years in the Northside of Dublin. The club initially started with the women's team until it developed itself by numbers and demands from the local community throughout the years. Today, Santry Volleyball club currently consists of 5 teams; 2 Premier teams, Division 1 and 2 with 2 teams and junior team, covering a range of ages and abilities for female participants. The club is involved at both a recreational level and a competitive level with involvement in league, cup and tournament competitions organised through Volleyball Ireland and its affiliated clubs. The club trains and plays out of the Artane Beaumont Family Recreation Centre.

## **Our Vision**

The aim of Santry VC is to promote the playing of volleyball at all levels in a friendly and social atmosphere. We also strive to provide more opportunities for young people to try and experience Volleyball in a positive, fun and safe environment at the grassroots level. We firmly believe in welcoming everyone to our club and affording them the right to enjoy sport at their level. Santry VC wants to provide an opportunity for everyone to fulfil the desire to practice sport in a respectful manner. Sport's values are at the centre of everything we do.

## **Our Mission**

Our mission is to provide a safe environment for all members of the club and opportunities for all players to reach their potential through excellence in coaching and support. Introduce more people to volleyball. Make people aware of the values sport stands for and to learn something new from everyone in the club.

## Our Values

- **Inclusion:** We welcome everyone and value diversity and uniqueness.
- **Collaboration:** We value the volunteers' help and involvement. We aim to promote an open, trusting and supportive environment.
- **Wellness:** We strive to take care of everyone that joins the club to the best of our abilities so that we can bring out the best in everyone.
- **Respect:** Towards teammates, coaches, club, opposition, referees, spectators, centre & VI staff.
- **Enjoyable:** Make their experience in the club an enjoyable one.

## Our Details

### Address:

- Artane Beaumont Family Recreation Centre (A.B.F.R.C), Kilmore Rd, Dublin 5
- Bus 14 drop you in front of the venue from/to City Centre

### Social Media:

<b>Facebook:</b> @santryvolleyballclub	<b>Instagram:</b> Santryvolleyball
<b>Website:</b> <a href="https://www.santryvolleyballclub.com/">https://www.santryvolleyballclub.com/</a>	<b>Email:</b> <a href="mailto:santryvc@gmail.com">santryvc@gmail.com</a>

### Facilities:

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● ree Parking	● eeting Rooms	● t	Lif

## Health & Safety Guidelines

Santry VC strives to deliver programmes / schemes in a safe and enjoyable manner. The safety of all participants is paramount.

- All coaches must ensure they are fully and qualified licensed, garda vetted, and hold a safeguarding qualifications
- A first aid kit must be available at all times
- A phone must be available
- Equipment and playing area should be checked / monitored before each session
- Lead coach should introduce themselves to relevant parent/guardian for junior
- All coaches must adhere to coach code of conduct and VI code of ethics

### Procedures

- All participants report to coach with their parent /guardian, if under 18
- All participants have to sign in before the training, if under 18.

- The coach ensures participants have correct equipment / clothing for the day.
- Coach should explain the rules of the day / introduce the purpose of the session.
- Ensure emergency contact number /person available.
- Ensure awareness of any medical condition. Coach should be aware if present.

### Dealing with an accident

Santry VC strives to provide a safe environment in which volleyball activities can take place. Sometimes accident cannot be avoided and it's important that the following guidelines are adhered to:

- Stay calm but act swiftly and observe the situation. Is there danger of further injury? – refer to coach/designated first aider
- If you cannot deal with it yourself, alert the first aider if present, who will take appropriate action – advised to coach/designated first aider.
- Ensure accident report form is completed and reported back to any committee officer after the session.

### Travel Matches

- Any required equipment should be arranged to be collected/returned prior to/after the matches by each team i.e. volleyball balls and jerseys
- A first aid kit should be carried along by each team. Coach or captain to ensure
- Lead coach to ensure equipment /facility check / accident report form is available (form available in Santry's website)
- All members must be aware of any emergency procedures of the venue i.e. emergency exits, first aid kit etc.
- Any accident reports / feedback to be reported back to any committee officer.

## Guidelines for Club Members

Members of Santry VC are expected to become familiar with the guidelines detailed in this document and ensure that they are followed.

- Ensure that club values are respected and promoted
- Ensure that fees are paid on time to the club
- Ensure that health and safety is respected at all times
- Ensure that health and safety guidelines are followed in the case of the incident
- Ensure that VI Code of Conduct is always respected and followed
- Ensure that any inappropriate behaviour is reported to the head coach or the club leader so that appropriate actions are taken
- Ensure that club equipment is respected and always looked after. This requires **all club equipment** to be returned to the appropriate storage location after each training session and match and ensure that it is always secured.

- Ensure that club gear is respected and looked after. This requires different teams to have a designated member (can be on rotation basis) of the team to ensure that gear is always collected after each match, washed to prescribed instructions and safely stored. Team is responsible for any missing gear and might be requested to cover any loss at the end of the season.

## Coaches Discipline

In line with VI, Santry VC requires coaches to appear and act as punctual as possible at all times. The following codes of conduct should be read thoroughly and signed to adhere to.

- Coaches must arrive at all programmes / sessions on time and in time to carry out all necessary action.
- Coaches cannot leave the activity area with no cover.
- Mobile phones should not be used during the session whilst coaching unless in an emergency.
- Coaches must report any accident / feedback to any committee officer.
- Coaches must ensure all equipment is returned.
- Coaches must strive to provide a fun and positive experience for all involved.
- Be aware of *Volleyball Safeguarding Statement* (can be found at the entrance hall notice board and on our website).

### The Volleyball Ireland and Santry VC have the right to:

- ✓ Expect all coaches/members/volunteers to comply with the Code of Ethics and codes of conduct.
- ✓ Expect all coaches/members/volunteers to maintain standards of reasonable behaviour.
- ✓ Take appropriate action if coaches/members/volunteers breach the Code of Conduct or Child Protection Policy.
- ✓ Expect all coaches/members/volunteers to undertake appropriate training when advised to.
- ✓ Expect coaches/members/volunteers will not abuse members physically, emotionally or sexually.
- ✓ Take appropriate action in the event of accusations.
- ✓ Acquire pre-involvement checks on all coaches/members/volunteers.
- ✓ Maintain the standards that the VI and Santry VC have set.

The quality of the experience gained by the children participating in sporting schemes will depend heavily on the quality of leadership and coaching which they receive from YOU!

Each Coach/Member/Volunteer of the club working on behalf of VI has a responsibility to emphasise the following to children within his/her charge:

- ✓ Respect for the rules of the game
- ✓ Respect for the officials and their decisions
- ✓ Respect for opponents
- ✓ Responsible behaviour
- ✓ The enjoyment gained from participating in sport – winning isn't everything!

As a Coach/Member/Volunteer you should set professional standards at all times and provide participants with an example to follow in terms of their attitude, behaviour, clothing and the well being of all participants.

### Communication

In order to coach effectively, all Coaches must work on communicating effectively. As a Coach, your communication with the group will convey your personality, enthusiasm, knowledge and professionalism.

The following hints will aid you in the development of your communication skills

- Try not to talk too quickly
- Keep all explanations and instructions brief and to the point
- Vary the tone of your voice – don't be afraid to project your voice on occasion. Talking quietly to a group will force the participants to listen carefully and to pay attention
- Be positive in all communications – avoid at all cost words such as “rubbish”, “dreadful”, “terrible” and “poor”
- Constantly reinforce positive behaviour – try and aim by the end of the session to have encouraged every individual within your group
- Communicate consistently
- Try and discipline yourself not to talk all the time when coaching. If you talk all the time the group will eventually “tune out” and not listen to you when you speak
- Be ENTHUSIASTIC, POSITIVE, and ENERGETIC at all times!

## Guidelines for Sports Leaders

In line with VI, Santry VC recognises the key role leaders (coaches, members, volunteers, captains, etc.) play in the lives of young people in sport. Leaders in the club should strive to create a positive environment for the children in their care. They have an overall responsibility to take the necessary steps to ensure that positive and healthy experiences are provided. All Leaders should have as their first priority the children's safety and enjoyment of volleyball and should adhere to the guidelines and regulations set out in the VI and Club's Code of Ethics.

### Leaders should:

- Respect the rights, dignity and worth of every child and must treat everyone equally, regardless of gender, disability, ethnic origin, religion, etc.
- Leaders working with young people in Volleyball should:
  - ✓ Be suitable and have the necessary qualifications.
  - ✓ Leaders will be expected to go through appropriate recruitment and selection procedures that apply to all persons with substantial access to young people, whether paid or unpaid.
  - ✓ References will be needed and will be followed up.
- Comply with a 'sign-up' procedure, whereby the appointed/reappointed leaders agree to abide by the *Code of Ethics and Good Practice for Children in Sport* and to the policies and Code of the Conduct of the Club and VI.
- Know and understand the child protection policies and procedures of the Club and VI.
- Act as a role model and promote the positive aspects of volleyball and maintain the highest standards of personal conduct.

- Develop an appropriate relationship with young people, based on mutual trust and respect. Remember your behaviour to players, other officials, and opponents will have an effect on the players in your care.
- Report any concerns they have to the Designated Person of the Club (CCO & DLP).

#### **As a role model they:**

- Will be required to display high standards of language, manner, punctuality, preparation and presentation.
- Ensure that players in their care respect the rules of the game. Insist on fair play and ensure players are aware that you will not tolerate cheating or bullying behaviour.
- Encourage the development of respect for opponents, officials, selectors and other leaders and avoid criticism of fellow trainers and coaches. Do not criticise other leaders.
- Must actively discourage the use of drugs, alcohol and tobacco as being incompatible with a healthy approach to sporting activity.
- Must avoid the use of alcohol and banned substances, before coaching and training, during events, while supervising trips with young players.

#### **Protection for leaders and young people:**

Leaders are responsible for setting and monitoring the boundaries between a working relationship and friendship with players. It is advisable for leaders not to involve young players in their personal life i.e. visits to leader's / coach's home or overnight stays. It is important to realise that certain situations or friendly actions could be misinterpreted by the participant or by outsiders.

- Avoid working alone and ensure there is adequate supervision for all activities.
- Where possible work in an open environment and ensure that physical contact is appropriate and has the permission or understanding of the young person
- Care must be taken not to expose a child intentionally or unintentionally to embarrassment or disparagement by use of sarcastic or flippant remarks about the child or his/her family.
- Physical punishment or physical force must never be used. Never punish a mistake - by verbal means, physical means, or exclusion.

#### **A positive environment:**

- Be generous with praise and never ridicule or shout at players for making mistakes or for losing a game. All young players are entitled to respect.
- Be careful to avoid the "star system". Each child deserves equal time and attention. Remember that young players play for fun and enjoyment and that skill development and personal satisfaction have priority over highly structured competition.
- Never make winning the only objective. Set realistic goals and appropriate challenges for the participants and do not push young players.
- Create a safe and enjoyable environment. When approached to take on or take on a new player, ensure that the relationship with the previous club/coach has been ended in a professional manner.
- When young players are invited into adult groups, it is advisable to get agreement from a parent/guardian. Boundaries of behaviour in adult groups are normally different from the boundaries that apply to junior groups.
- Leaders who become aware of a conflict between their obligation to their players and their obligation to the club must make explicit the nature of the conflict and the loyalties and responsibilities involved.

- Leaders should communicate and cooperate with club designated medical personnel in treatment and management of their players' medical or related problems. Avoid giving advice of a personal or medical nature if you are not qualified to do so.
- Any information of a personal or medical nature must be kept strictly confidential unless the welfare of the child requires the passing on of this information. Any referral to medical and ancillary practitioners requires parental consent.
- The nature of the relationship between leader and a participant can often mean that a leader will hear confidential information about a player or player's family. This information must be regarded as confidential and must not be divulged to a third party without the express permission of the young person/family, except where abuse or neglect is suspected.

## **Guidelines for Young People**

### **Young players should always:**

- Treat Sports Leaders with respect, (including administrators, coaches, umpires, managers, children's officers, club officials, etc.,)
- Look out for themselves and the welfare of others
- Play fairly at all times, do their best
- Be organised and on time, tell someone if you are leaving a venue or competition
- Respect team/club members, even when things go wrong
- Respect opponents, be gracious in defeat
- Abide by the rules set down by team managers when travelling to away events, representing the club, school, counties etc.
- Behave in a manner that avoids bringing volleyball in any way into disrepute
- Talk to the Children's Officer within the club if you have any problems

### **Young players should never:**

- Cheat
- Use violence or physical contact that is not allowed within the rules
- Shout or argue with officials, team mates or opponents
- Harm team members, opponents or their property
- Bully or use bullying tactics to isolate another player or gain advantage
- Take banned substances, alcohol, smoke or engage in sexual behaviour
- Keep secrets, especially if they have caused or could cause harm
- Tell lies about adults / young people
- Spread rumours

## **Guidelines for Parents/Guardians**

### **Parents/Guardians should:**

- Be a role model for your child and maintain the highest standards of conduct when interacting with young people, other parents/guardians, officials and organisers.

- Always behave responsibly and do not seek to unfairly affect the outcome of a game, a player or the opponent.
- Never intentionally expose any young participant to embarrassment or disparagement by the use of flippant or sarcastic remarks.
- Always recognise the value and importance of the officials and volunteers who provide sporting and recreational opportunities for your child. Do not publicly question their judgment or honesty. Respect Designated Persons, coaches, umpires, youth organisers, managers and other players.
- Encourage your child to play by the rules. Teach your child that honest endeavour is as important as winning and do all you can to encourage good sportsmanship.
- Set a good example by applauding good play on both sides. Encourage mutual respect for teammates and opponents.
- Take an interest in your child's sport and support the child's participation in their chosen activity.
- Parents/guardians should support all efforts to remove abusive behaviour and bullying behaviour in all its forms.