[XXXXXX] Cricket Club

Junior Membership Document

[Insert Club Logo]

Season 2013

**Message from the Youth Chairman – [XXXX]**

[XXXX] Cricket Club (Example – Please change as you see fit) has three youth sections, from under 11s, under 13s and under 15s Boys and a training under 13s girls section. The club is active in the local community currently through the Cornwall Cricket Board, Chance to Shine scheme. Last year the club delivered 100 hours of activity focusing on girl’s cricket as an outcome. The club has aspirations for developing a sustainable under 13s girl’s section to play competitive matches against the other clubs in the scheme.

The boy’s youth teams play in the [XXXX] Youth League, one of four youth leagues in Cornwall. The winners at each age group play in county finals.

For more information on [XXXX] Cricket Club please see;

[www.play-cricket.com/xxxxxx](http://www.play-cricket.com/xxxxxx) or [www.cornwallcricket.co.uk/juniorclub](http://www.cornwallcricket.co.uk/juniorclub)

[XXXX] Cricket Club is committed to providing an environment that enthuses players to play and train. We will endeavor to give every child the opportunity to develop as cricketers irrespective of ability. We however ask that all player and parents respect cricket, the environment and most importantly each other.

[XXXX] Cricket Club has collated this document to help you as a family to inform you of the policies and procedures which underpin the management of the youth section of [XXXX] Cricket Club.

A final thought, For cricket club to thrive, people are the key, with more people we require more volunteers in roles such as coaches, administrators, Child Welfare Officers, media officers etc. If parents want their children to have a good experience and to develop as players, please if you have skills that you know will benefit others and the club, please come forward to help, it will be greatly appreciated. If there are, please speak to myself or the club Chairman [NAME] or the Secretary [NAME].

We hope that you find this document useful and your son/daughter enjoys their time. If at any stage anyone has any feedback or would like to talk please contact the relevant people from {XXXX] CC.

[NAME] (Chairman)

**Officials**

Youth Chairman –

Youth Secretary –

Under 11s Head Coach –

Under 13s Head Coach –

Under 15s Head Coach –

Girls Under 13s Head Coach –

Child Welfare Officer –

Committee Members –

**Coach Qualification Policy**

All coaches and volunteers working with minors (under 18s) or vulnerable adults will have the following safeguards in place.

* A Valid Disclosure Baring System DBS (formally CRB Check)
* Basic First Aid Certificate
* Basic Safeguarding and Child Protection Certificate
* All Head coaches will be a minimum UKCC2 qualified.

[XXXX] Cricket club will abide by ECB guidance of player to coach ratios and appoint other qualified coaches or volunteers to support sessions.

**Costs of playing for [XXXX] Cricket Club**

Junior Section Training £ per session

Match None

Senior Section Season Fee £

Match Fee £ a match

Vice Presidents £ a year

**Kit**

**Sponsorship**

The costs of running cricket and youth cricket are ever increasing. If there are any individuals or companies wishing to support youth cricket in [XXXX] or Cornwall, please contact [NAME], Youth Chairman, [NAME], Club Chairman or [NAME] Secretary of [XXXX] CC.

Sponsorship can be in any form, the obvious one is financial, however skills and time is another and as valuable.

**Policies**

**Photography and Videos**

Photographs/images are not to be taken at matches or training without the prior permission of the parents/carers of the child. This permission can be given by proxy by the coach of each team only after parental consent for this has been granted. The coach must arrange this prior to attending matches.

If no consent has been given for a child on the player profile form, then it is to be made known to the relevant person of the other team (e.g. coach/team manager) so the appropriate person/s taking photographs for the other team is/are aware and can avoid taking photographs of that particular child.

No minor will be named in any photographs without permission from the parent/carer.

There is a section in the player profile form for parents of under 18s to opt out of.

**Transport Policy**

It is **not** the responsibility of the Coach/Manager to transport or arrange transport for children to and from fixtures. Parents have to make suitable arrangements to transport their son/daughter to fixtures.

It will be the responsibility of the parents to drop off and collect players at times confirmed by the coach. In exceptional circumstances where parents are unable to pick up on time, they are to contact the lead coach/manager immediately to arrange a pick up time or to inform of an alternative individual to drop off or collect. Parents who are continually late will place their son/daughter at risk of not being selected.

**Bullying - Statement of intent**

We are committed to providing a caring, friendly and safe environment for all of our children so they can train, and play, in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our club. If bullying does occur, all children should be able to tell, and know, incidents will be dealt with promptly and effectively. We are a TELLING club. This means anyone who knows bullying is happening is expected to tell staff and officials.

If you have any course for concern, please TELL, [NAME] Chairman, or [NAME] Club Welfare Officer as soon as you can.

**[XXXX] Cricket Club - Data Protection Policy**

The club will use the information provided on this form, as well as, other information it obtains about the player (together **“Information”**) to administer his/her cricketing activity at the club, and in any activities in which he/she participates through the club, and to care for, and supervise, activities in which he/she is involved.

In some cases this may require the club to disclose the information to County Boards, leagues and to the ECB. In the event of a medical or child safeguarding issue arising, the club may disclose certain information to doctors or other medical specialists and/or to police, children’s social care, the courts and/or probation officers and, potentially, to legal and other advisers involved in an investigation. Information will not be passed on to third parties outside of those stated above.

***As the person completing this form, you must ensure each person whose information you include in this form knows what will happen to their information and how it may be disclosed.***

**Code of Conduct for Members and Guests**

Members and Guests of [XXXX] Cricket Club are required to abide by the provisions of this Code of Conduct and any subsequent updates as may be in force from time to time, and by their presence on club premises or at club events or activities are deemed to have accepted and to abide by the provisions of this Code and any other relevant Codes of Conduct, Rules or Regulations the Club has adopted.

*All Members and Guests of [XXXX] cricket club will:*

* Respect the rights, dignity and worth of every person within the context of Cricket
* Treat everyone equally and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief
* Not condone, or allow to go unchallenged, any form of discrimination if witnessed
* Display high standards of behaviour
* Promote the positive aspects of Cricket e.g. fair play
* Encourage all participants to learn the Laws and rules and play within them, respecting the decisions of match officials
* Actively discourage unfair play, rule violations and arguing with match officials
* Recognise good performance not just match results
* Place the well-being and safety of children above the development of performance
* Ensure that activities are appropriate for the age, maturity, experience and ability of the individual
* Respect children’s opinions when making decisions about their participation in Cricket
* Not smoke, drink or use banned substances whilst actively working with children in the Club.
* Not provide children with alcohol when they are under the care of the Club
* Follow ECB guidelines set out in the ‘Safe Hands – Cricket’s Policy for SafeguardingChildren’ and any other relevant guidelines issued
* Report any concerns in relation to a child, following reporting procedures laid down by the ECB

In addition to the above, all Club Officers and Appointed Volunteers will:

* Have been appropriately vetted, if required, before taking on their role
* Hold relevant qualifications and be covered by appropriate insurance
* Always work in an open environment (i.e. avoid private or unobserved situations and encourage an open environment
* Inform Players and Parents of the requirements of Cricket
* Know and understand the ECB’s ‘Safe Hands – Cricket’s Policy for Safeguarding Children’
* Develop an appropriate working relationship with young players, based on mutual trust and respect
* Ensure that physical contact is appropriate and necessary and is carried out within recommended guidelines with the young player’s full consent and approval
* Not engage in any form of sexually related contact with a young player. This is strictly forbidden as is sexual innuendo, flirting or inappropriate gestures and terms. The ECB adopts the Home Office guidelines which recommend the principle -“People in positions of trust and authority do not have sexual relationships with 16-17 year olds in their care”
* Attend appropriate training to keep up to date with their role, especially that relating to the Safeguarding of children

If a breach of the provisions or principles of this Code occurs or is reasonably suspected to have occurred the Club reserves the right to take such action as it deems appropriate, including but not limited to asking the person responsible for the breach to leave the Club premises. Any disciplinary or complaint hearings in connection with a breach of these rules shall be dealt with in accordance with the disciplinary procedure as set out in the Club constitution or Cricket Section Regulations as may be amended from time to time.

Date Adopted: November 2010

**Code of Conduct Set of rules for Young People**

[XXXX] cricket Club is fully committed to safeguarding and promoting the wellbeing of all its members. *[XXXX] Cricket Club* believes that it is important that members, coaches, administrators and parents, carers or guardians 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 [NAME] Club Welfare Officer.

As a member of [XXXX] Cricket Club you are expected to abide by the following junior code of conduct:

* All members must play within the rules and respect officials and their decisions.
* All members must respect the rights, dignity and worth of all participants regardless of gender, ability, cultural background or religion.
* Members should keep to agreed timings for training and competitions or inform their coach or team manager if they are going to be late.
* Members must wear suitable kit – Tracksuit trousers or shorts, hardball kit when appropriate for training and match sessions, as agreed with the coach/team manager.
* Members must pay any fees for training or events promptly.
* Junior members are not allowed to smoke on club premises or whilst representing the club at competitions.
* Junior members are not allowed to consume alcohol or drugs of any kind on the club premises or whilst representing the club.

(Date Adopted: November 2010*)*

**Player Profile Form**

**This section is to be returned to [XXXX] Cricket Club where it will be stored securely in a filing lockable cabinet and on the computer of the Club Youth Secretary**

**Section 1:** Personal details for young player and their parent/legal guardian:

|  |  |
| --- | --- |
| Name of child (under 18) | Child’s date of birth |
| Home address | Postcode |
| Names of parent or legal guardian | Email address for parent/guardian |
| Home Tel No. | Parent/Carer Mob Tel No. |
| Parent/Carer Work Tel No. |  |
| Name of an alternative adult who can be contacted in an emergency | |
| Phone number for alternative named adult: | Relationship which this person has to the child (for example, aunt, neighbour, family friend and so on) |

|  |
| --- |
| **Section 2 Emergency contact details**  In the event of an incident, or emergency situation, where a parent or legal guardian named above cannot be contacted, please provide details of an alternative adult who can be contacted by the club.  Please make this person aware that his/her details have been provided as a contact for the club: |

|  |
| --- |
| **Section 3 Disability:**  The Disability Discrimination Act 1995 defines a disabled person as anyone with ‘a physical or mental  impairment, which has a substantial and long-term adverse effect on his or her ability to carry out normal  day-to-day activities’.  Do you consider this child to have an impairment? Yes / No (Please circle)  If yes, what is the nature of their disability?  Visual impairment Learning disability Other (please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Hearing impairment Multiple disability:  Physical disability: |

|  |
| --- |
| **Section 4 Sporting information:**  Has this child played cricket before? Yes / No (Please circle)  If yes, where has this been played?  Primary school Club  Secondary school  County  Special educational needs school Local authority coaching  Other (please specify): session(s) |

|  |  |
| --- | --- |
| **Section 5 Medical information**: Please detail below, any important medical information that our coaches/junior co-ordinator need to know. Such as: allergies; medical conditions (for example - epilepsy, asthma, and so on); current medication; special dietary requirements and/or any injuries. | |
| Name of doctor/surgery name | Doctor’s telephone number |
| Consent statement from parent/legal guardian: | |
| Please tick each box where you agree (or delete if you do not agree)  Legal authority to provide consent: Yes / No | |
| I confirm I have legal responsibility for (name of child) and am entitled to give this consent, I confirm to the best of my knowledge, all information provided on this form is accurate, and I will undertake to advise the club of any changes to this information. | |
| **Medical consent:**  I give my consent that in an emergency situation, the club may act in my place (loco parentis), if the need arises for the administration of emergency first aid and/or other medical treatment which, in the opinion of a qualified medical practitioner, may be necessary. I also understand that in such an occurrence all reasonable steps will be taken to contact me or the alternative adult which I have named in section two of this form  I confirm to the best of my knowledge, my child/the child in my care does not suffer from any medical condition other than those detailed by me in section five of this form Consent to participate: | |
| I agree to the child named above taking part in the activities of the club. (This consent only relates to JUNIOR cricket. Please see the open age cricket policy for more information on juniors playing in open age group cricket) | |
| I confirm I have read, or been made aware of, the club’s policies concerning: changing / showering missing children transport children playing in adult matches photography / video anti bullying and the code of conduct  managing children away from the club e-Safety guidelines | |
| I understand and agree to the responsibilities which I and my child have in connection with these policies  I consent to the club photographing or videoing my involvement in cricket under the terms and conditions in the club photography/video policy. [NOTE: LEAVE THIS BOX UNTICKED IF YOU DO NOTAGREE] | |
| I understand club photography/video policy (For players aged 12 – 18) Please indicate if you DO or DO NOT agree with the statement below:  I consent to the club photographing or videoing my involvement in cricket under the terms and conditions in the club photography/video policy. [NOTE: LEAVE THIS BOX UNTICKED IF YOU DO NOT AGREE]  Signed: Date of signing: | |