

# Poole Hockey Club's behaviour guidelines



Poole Hockey Club (PHC) aims to provide a fun, safe, secure and happy environment to promote positive attitudes and good sporting behaviour in accordance with the England Hockey (EH) [Code of Ethics and Behaviour \(Respect\)](#) and [Safeguarding Regulations](#). We encourage everyone who interacts with the club to read these documents.

These behaviour guidelines apply to everyone involved in the game including players, spectators, parents/guardians, coaches, umpires and medical or support staff.

For information about roles mentioned in this document please refer to [PHC's roles and responsibilities document](#).

## What should I do if I have questions or concerns?

Speak to whoever you feel comfortable with at the club, some key contacts are:

<u>Club Welfare Officer</u>	<u>Club Discipline Officer</u>	<u>Elected Management Committee</u> <i>Chairperson/Vice Chairperson/Secretary/Treasurer</i>
<a href="mailto:welfare@poolehockeyclub.co.uk">welfare@poolehockeyclub.co.uk</a>	<a href="mailto:clubenquiries@poolehockeyclub.co.uk">clubenquiries@poolehockeyclub.co.uk</a>	<a href="mailto:clubenquiries@poolehockeyclub.co.uk">clubenquiries@poolehockeyclub.co.uk</a>

## How will PHC uphold 'Respect'?

By taking any concerns seriously in accordance with the EH guidelines and by promoting positive behaviour to ensure that effective coaching and learning can take place in a well-ordered environment. This requires the consistent commitment of anyone involved with PHC, ensuring that all are aware of the relevant EH Code and for all to know and understand the standards expected of them.

## Key points from 'Respect'

### Respect for the game

- Be on time for all coaching and competitions.
- Strive for a high standard of achievement always giving maximum effort.
- Thank coaches, opposition, umpires and officials after training or competitions.
- Accept success and failure, victory and defeat with dignity and set a positive example to others.

### Respect for others

- Respect the decisions of umpires and officials.
- Protect all involved in the game from abuse and other forms of threatening or intimidating behaviour.
- Demonstrate cooperation and work positively to promote good teamwork with all members of the club.

### Self respect

- Take personal responsibility for actions on and off the pitch developing self-discipline and independence.
- Develop positive attitudes to learning and improving as a player or official.
- Always show honesty, integrity, courtesy and consideration to all members of the hockey club community.
- Do not use inappropriate language or gestures.
- Wear suitable clothing for activities.
- Tell someone they trust if the behaviour of others makes them feel uncomfortable in anyway.

## Proactive behaviour management (advice to coaches and other volunteers)

Consistent, clear behaviour by those holding an appointed club role will support positive behaviour by players.

- Prepare coaching sessions in advance (written or mentally) and communicate with others in your coaching team.
- Maintain interest with engaging, varied, fun activities using the Golden Thread.
- Give regular feedback to players.
- Address players with respect and expect the same from them.
- Keep calm, use humour appropriately and build relationships.

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- Always settle disagreements amicably without resorting to hostility or violence.
- Listen to players concerns.
- Don't overreact, avoid punishing too harshly and follow through any sanctions communicated.
- Maintain club policies consistently.

## What happens if there is a behaviour issue during hockey activity?

We encourage an open dialogue at PHC. If you see/hear behaviour that doesn't meet your expectations, we encourage you to call it out. If you feel uncomfortable doing so, please speak to a suitable person. This may be accompanied by a card, representing a time suspension from the pitch, and could be used at coaching if felt appropriate. Where an incident involves someone under the age of 18 a relevant parent/guardian will be contacted.

## Informal action implemented at the time of the incident occurring

- For a first offence a verbal warning is issued by a suitable club representative.
- Player apology with the clear understanding that the offence will not be repeated.
- Time out using either a green (two minutes) or yellow (five minutes) card.

## Formal action lead by the Club Discipline Officer\*

- An offence which could equate to a match day red card may be dealt with in accordance with [EH regulations](#).
- For severe or persistent breaches of the behaviour guidelines the offending club member can be excluded from the PHC for a period.
- The Club Discipline Officer will coordinate the gathering of information about the incident, including written accounts (email is preferable).
- An independent Club Discipline Panel (CDP) will then carry out a hearing in line with [EH guidance](#). The accused club member is entitled to select someone to support them at the hearing.
- The findings and any recommended sanctions and/or remedial action will be communicated in writing to the accused club member, by the CDP.
- In the case of damage to property, the accused club member will be expected to pay for any replacements or repairs resulting from inappropriate behaviour.
- In cases involving a player aged under 18 or a vulnerable adult, the Welfare Officer will always be involved.
- In exceptional circumstances advice can be sought from EH and other organisations as appropriate.

## Appeals process

Individuals have the right of appeal and all decisions can be appealed against by written communication to [clubenquiries@poolehockeyclub.co.uk](mailto:clubenquiries@poolehockeyclub.co.uk), within 7 days. An appeal should include the reason/s for the appeal. Once an appeal is received the initial penalty period will be paused, from 24hrs after the appeal is received and until a resolution is disseminated.

An independent Disciplinary Appeal Panel (DAP) will be set up by the Elected Management Committee consisting of a minimum of three club members, who are without preconceived opinions. This DAP will consider the whole case to draw their own conclusions and make recommendations to the Elected Management Committee who will then disseminate the information to the relevant people.

## Final Note

The application of these behaviour guidelines remains at the discretion of the Club Management Committee. The Club Discipline Officer will be the final arbiter in decisions regarding the appropriateness and proportionality of any sanction or restorative actions (unless they are involved in the incident, in which case this passes to the Chairperson).

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\* If the Discipline Officer is directly involved/has a conflict of interest, then an appropriate alternative person will be appointed.