



**BLACKPOOL
BOCCIA CLUB**

MEMBER'S HANDBOOK



WELCOME TO BLACKPOOL BOCCIA CLUB

Blackpool Boccia Club was established in 2012 when founders Tony Edmonds and Chris Morris noticed that there was a lack of organised sport for adults in Blackpool. Chris was an avid boccia player and had achieved success in national and regional competitions and felt that this sport could help fill this gap.

Buoyed by our desire to make a difference, we set up Blackpool Boccia Club and invited friends to join us. We started with 6 players which soon grew to 10 as word of mouth spread about the club. At this point, we received a grant from John Blackledge and the club became an official member of Boccia England, the national governing body for the sport.

In 2013 we participated in our first tournament and played in the Pan-disability Boccia Championship North West League. We won 5 out of our 10 games and participated again in 2014 winning 50% of the games we played.

At this point Colin Morris, Chris' father, joined the club as coach and has helped us make great progress which has contributed to the progress of the club including winning 80% of our games in 2016.

The club's success has only been achieved through the great support we have had from a number of individuals and organisations. Since 2014, Councillor Jim Elms has provided the club not only with financial support but Jim also takes an active interest in the club. We also have to thank the Blackpool branch of the Cerebral Palsy Association and Glasdon Ltd, the local plastic product manufacturer, for their continued and generous support.

Special thanks must also go to David Burns who not only is an active member of the club but has also been invaluable with his expert knowledge of local sports and extensive contact list of the great and the good in Blackpool.

Elaine Tennant has also been a huge support to the club and has taken on numerous club roles including her current role of Welfare Officer. Elaine is one of many in the club that will 'muck-in' to enable the club go from strength to strength.

Boccia is a sport played by people with additional needs be they physical or learning and we always welcome new members to turn up and play at our weekly session that takes place every Tuesday between 1.30pm-3.30pm at Stanley Park Sports Centre and Thursday 1pm-3pm at YMCA Thornton.

Club Ethos– To promote a safe and friendly environment where the sport of Boccia can be played and enjoyed by all Members of all ages and physical disabilities.

Anthony Edmonds,

Chairperson/Co-Founder

Website: <https://www.blackpoolbocciacub.co.uk/>

BOCCIA ENGLAND

Boccia England is the national governing body (NGB) for the sport of Boccia in England. It is responsible for all aspects of the sport in this country, from beginner to expert, providing for all levels of participation up to England level. It is one of the few disability sport specific governing bodies in England.

ABOUT BOCCIA

Boccia is a disability sport where players aim to propel balls close to a target ball. Two sides compete as individuals, pairs or as a team of three over a set number of ends. Points are accumulated over the course of a match to find a winner. The aim is to score as many points as possible by placing their set of coloured balls closest to the white jack ball.

A ball can be rolled, thrown or kicked. If a player is unable to throw or kick the ball, they can use a ramp. If players are unable to release the ball with their hands, they can use assistive devices – head/hand pointer.

Origin of the Name

The name boccia is derived from the Latin word boccia, meaning 'ball', and is pronounced 'bot-cha'.

History

Boccia originated in Greece, where players threw large stones at a stone target. Originally designed for people with severe cerebral palsy, it is now enjoyed by players from many sectors of the community and is practiced in over 50 countries worldwide ranging from recreational to a variety of competitive events and it became a Paralympic sport in 1984.

MEET THE CLUB OFFICIALS

| Name | Role | Telephone | Email |
|--------------------------------------------------|-------------------------------|--------------|------------------------------------------------------------------------------|
| Anthony Edmonds | Chairperson | 01253 353296 | rowedmonds@aol.com |
| Colin Morris | Deputy Chair (coach) | 07857552377 | colinjohnmorris48@gmail.com |
| Elaine Tennant | Club Welfare Officer (CWO) | 07468480485 | elainetennant2009@gmail.com |
| Pam Knight | Club Treasurer | 01253 312923 | pamforeveryoung@yahoo.co.uk |
| James Price | Secretary | 01253 765769 | m5jag@aol.com |
| Carla Woods David Topping Chris Hubbersley | Members Representatives | | |
| David Burns Jack Wilder James Knight | Club Fund Raising Officers | | |

We actively encourage parents, carers and friends to support our activities. There are four types of volunteer roles; an individual may undertake one or more of these roles, depending upon their knowledge, skills and experience. All volunteers are subject to DBS vetting checks to confirm their suitability to work with children and vulnerable adults in line with the requirements of affiliated organisations.

CLUB INFORMATION

Training sessions

| | | |
|-------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Day | Tuesday | Thursday |
| Time | 1 30pm -3.30pm | 1 pm-3pm |
| Venue | Stanley Park Sports Centre West Park Drive Blackpool FY3 9HQ | YMCA Thornton Health & Fitness Centre Victoria Rd East Thornton Cleveleys FY5 3SX |
| Cost | £3 per session | £3 per session |
| Contact person | | |
| Additional information | All fees reviewed annually | |

Membership

The aim of the club is to provide people with a physical, sensory or learning disability with an equal opportunity to participate in Boccia.

Membership is open to any person over the age of 18 with a disability, their siblings or friends who is prepared to accept and support the aims of the club. Membership is not unreasonably restricted on the grounds of sex, race or of political, religious or other opinions,

A membership form is found at the back of this booklet which needs to be completed and returned to the club secretary along with the relevant payment. Applicants are not normally allowed to participate in Boccia sessions unless a signed Membership Form has been provided and relevant fees paid.

Charges

These include an annual membership fee and participation charges which are set by the Executive Committee

Membership fees cover a 12-month period and pay for the club's affiliation to Boccia England, the purchase and replacement of equipment as well as safeguarding checks for volunteers.

The current annual membership fee is £25. No refund of membership fees will be made if a member decides not to participate after the fees have been paid or their membership is suspended or terminated.

Participation charges are made when an individual takes part in the regular training sessions, Boccia competition and social events. The charge will be "cost neutral" (i.e. sufficient to cover the expenses incurred) unless these are considered to be too high to prevent participation by members. Under these circumstances the Executive Committee will determine whether to support the event from reserve funds or initiate specific fund raising activities. No refunds will be paid if a member or their family decides not to participate in the event.

Insurance

Blackpool Boccia Club holds a 'club/organisation membership with Boccia England that includes £5m Public Liability Insurance cover for Boccia England recognized activities.

EQUITY POLICY STATEMENT

This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

The club respects the rights, dignity and worth of every person. The club will therefore provide an environment suitable to the nature of the club where everyone will be treated equally within the context of boccia, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The club is committed to provide according to its ability and in a safe environment the opportunity for everyone to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

SAFEGUARDING & PROTECTING MEMBERS

Blackpool Boccia Club has a strong commitment towards safeguarding and protecting adults at risk and have implemented and adhere to the Boccia England "Safeguarding Children and Young people and Safeguarding and protecting Adults at Risk" policies. These are available at <https://bocciaengland.org.uk/organisation/policies/>

Blackpool Boccia Club has developed its own Safeguarding and Protecting and Adults at risk policy and guidelines and will ensure that the procedures set out in the Boccia England Policies are followed in the case of any incidents.

Club Safeguarding and Protecting Adults at Risk Policy

Blackpool Boccia Club acknowledges the duty of care to safeguard and promote the welfare of adults at risk is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and Boccia England requirements.

We recognise that the welfare and interests of adults at risk are paramount. We aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socioeconomic background, all members;

- Have a positive and enjoyable experience of sport at Blackpool Boccia Club in a safe and person centred environment
- Are protected from abuse whilst participating in Boccia or outside of the activity.

We will:

- Ensure all coaches, helpers and officials read and adhere to the Boccia England Safeguarding and Protecting Adults at Risk Policy.
- Follow the guidance of the above policy in the event of any concerns or allegations.

- Ensure robust safeguarding arrangements and procedures are in operation.
- Promote and prioritise the safety and well-being of individuals.
- Ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns.
- Ensure that relevant contact and medical details of its members are retained and where deemed appropriate and/or necessary these are made known to coaches and officials,
- Ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern.
- Ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored.

Our policy and procedures are mandatory for everyone involved in Blackpool Boccia Club. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

The Club has appointed a Welfare Officer to deal with any issues concerning the Safeguarding and Protection of its members. The name of this person is posted on the club noticeboards at the hired venues, is included in the Members Handbook and issued to members.

Anyone with concerns should contact the Welfare Officer. In the event of them being unavailable then the Club Chairman or the Boccia England Lead Safeguarding Officer should be contacted.

We will review our policy and procedures every three years or in the following circumstances:

- Changes in legislation and/or government guidance
- As required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils.
- As a result of any other significant change or event.

Useful contacts

| Organisation | Contact details |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Boccia England Lead Safeguarding Officer | Tel.: 0115 9678455 / 07809336321 E-mail: rmiller@bocciaengland.org.uk |
| Blackpool Council Social Services - Adult Services | 1, Bickerstaffe Square, Talbot Road, Blackpool FY1 3AH Email adult.socialcare@blackpool.gov.uk Telephone 01253 477592 |
| Wyre Council Social Services – Adult Services | Lancashire County Council, PO Box 78, Preston, PR1 8XJ Tel: 0300 1236721 |
| Victim Support Helpline | Tel.: 0845 3030 900 Website: www.victimsupport.org.uk |

ANTI-BULLYING POLICY STATEMENT

Blackpool Boccia Club is committed to providing a caring, friendly and safe environment for all members so they can train in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our club. If bullying does occur, all boccia players, parents or carers should be able to tell and know that incidents will be dealt with promptly and effectively. We are a telling club. This means that anyone who knows that bullying is happening is expected to tell the Club Welfare Officer or any club official.

Objectives of this policy

- All committee members, coaches, players, parents and carers should understand what bullying is and what they should do if bullying arises.
- All committee members and coaches should know what the club policy is on bullying, and follow it when bullying is reported.
- Players, parents and carers should be confident that they will be supported if bullying is reported.
- To provide an environment where bullying is not tolerated.

What is bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying can be:

- Emotional being unfriendly, excluding (emotionally and physically), sending hurtful text messages, tormenting, (e.g. hiding kit or equipment, threatening gestures)
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic because of, or focussing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing.

An individual may indicate by signs or behaviour that he or she is being bullied. Possible signs which should be investigated are that the individual:

- Says he/she is being bullied
- Is unwilling to go to club sessions
- Becomes withdrawn anxious, or lacking in confidence
- Feels ill before training sessions
- Comes home with clothes torn or possessions damaged
- Has possessions go "missing"
- Asks for money or starts stealing money (to pay bully)
- Has unexplained cuts or bruises
- Is frightened to say what's wrong
- Gives improbable excuses for any of the above.

In more extreme cases:

- Starts stammering or stops eating
- Cries themselves to sleep at night or has nightmares
- Becomes aggressive, disruptive or unreasonable or is bullying other children or siblings
- Attempts or threatens suicide or runs away.

If bullying is suspected or observed, then this should be brought to the attention of the Welfare Officer or other Club Official if unavailable.

Action by the Club

The Welfare Officer will raise awareness about bullying and why it matters with club officials, members, parents and carers. The aim is to discuss the issue openly and constructively to prevent bully

Any report of bullying will be investigated by the Welfare Officer with the aim of the concern being promptly to avoid further distress to the victim. In cases of serious bullying, the incidents will be referred to Boccia England for advice and the police may be consulted if judged necessary or appropriate.

In cases where a coach or teacher who is employed by an outside organisation is implicated the matter will be referred to Boccia England and to the person's line manager.

In most cases the member(s) and where appropriate parents / carers will be informed. They will be asked to come in to a meeting to discuss the reported problem with the aim of achieving reconciliation – it may be an exchange of views and genuine apology solves the problem.

If this fails or is not judged appropriate then a panel (made up from Chairman, Club Welfare Officer and Secretary or Treasurer) will meet with the individuals alleging bullying (member, parent, carer etc) to get further details of the allegation. Notes will be taken which will be agreed by all attendees.

The same three persons will meet with the alleged bully (and where appropriate their parent/carer) to inform them of the allegations and to give them an opportunity to respond. Minutes will again be taken and agreed.

If in the panel's view bullying has taken place, then the individual will be warned and put on notice of further action. i.e. temporary or permanent suspension. Consideration will be given as to whether a reconciliation meeting between parties is appropriate at this time.

All coaches involved with Boccia Players will be made aware of the concerns and outcome of the process i.e. the warning.

The parent / carer of the member may be asked to attend the Boccia training sessions, to help the bully to change their behaviour. The club officials will monitor the situation for a given period to ensure the bullying is not being repeated.

If mediation fails and the bullying is seen to continue the club will initiate disciplinary action under the club constitution.

CODES OF CONDUCT

The Codes of Conduct form the ethical philosophy under which the sport operates. They describe the behaviour that is expected of all within Boccia in England in line with the values of Boccia England, “to be honest, fair, respectful, ambitious, excellent, and professional”.

All those involved with boccia have a responsibility to uphold the highest standards of integrity and to ensure that the reputation of the sport is preserved. Failure to adhere to the Codes of Conduct may result in disciplinary action.

Everyone involved in boccia is expected to adhere to the principles set out in these Codes of Conduct. Some individuals may have multiple roles and are expected to use the respective Code of Conduct for each role.

CODE OF CONDUCT FOR BOCCIA PLAYERS

I will:

- Be honest and play fairly within the rules of the sport and never deliberately cheat or be dishonest.
- Treat everyone equally regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity.
- Respect and never bully or take unfair advantage of another player, coach, official, classifier or volunteer.
- Abide by the safeguarding guidelines set out by Boccia England for children and young people and adults at risk.
- Not abuse or misuse any relationship of trust or position of power, or influence held by me.
- Report any concerns about a child or adult’s welfare to the Club Welfare Officer or Boccia England Lead Safeguarding Officer.
- Always conduct myself in an appropriate manner and display courtesy and good manners to others.
- Promote the code of conduct to other players, especially those new to the sport.
- Abide by the disciplinary sanctions that might be imposed on me.
- Cooperate with everyone involved in boccia, including players, coaches, officials, parents/carers, classifiers, volunteers and Boccia England.
- Always play to the best of my ability and give 100% to myself and my team.
- Recognise that I am an ambassador for my sport and act in a way that displays the values of the sport.
- Take responsibility for informing Boccia England, coaches, officials, classifiers and volunteers about any illness, disability or specific support needs to allow me to participate fully.
- Not participate under the influence of alcohol or illegal substances.
- Not wager on any match or event where I am playing.
- Not use any form of communication to bring the game into disrepute or make an inappropriate comment about a fellow player, coach, official, classifier, volunteer or Boccia England, including but not exclusive of social media, email, direct verbal or physical.
- Not behave in a way that would disrespect or harm anyone involved in boccia.
- Not offer or accept any consideration whatsoever with a view to influencing the result of a match.

CODE OF CONDUCT FOR COACHES

I will:

- Comply with all rules, regulations and requirements of the sport including any leagues and competitions in which I am involved.
- Treat everyone equally regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity.
- Respect and never bully or take unfair advantage of another player, coach, official, classifier or volunteer.
- Abide by the safeguarding guidelines set out by Boccia England for Children and Young People, and Adults at Risk.
- Not abuse or misuse any relationship of trust or position of power, or influence held by me.
- Report any concerns about a child or adult's welfare to the Club Welfare Officer or Boccia England Lead Safeguarding officer.
- Report any suspected misconduct by anyone involved in boccia.
- Uphold an appropriate boundary between coach and player, especially when one person is under 18 of age. While the coach player relationship exists, the coach should not only refrain from initiating personal a relationship, but should also discourage any attempt by a player to initiate an intimate personal relationship, explaining the ethical basis of the refusal.
- Always conduct myself in an appropriate manner and display courtesy and good manners to others.
- Promote the code of conduct to other coaches, especially those new to the sport.
- Abide by the disciplinary sanctions that might be imposed on me.
- Be a positive role model for boccia by acting in a way that projects a positive image of coaching and being fair, considerate and honest with players.
- Be particularly aware of coaching children in a positive way that builds them up and does not use embarrassment or humiliation as a mean of discipline or control.
- Declare any potential conflicts of interest.
- Never argue with an official.
- Cooperate with everyone involved in boccia; including players, coaches, officials, parents/carers, classifiers, volunteers and Boccia England.
- Display the highest standards in my language, manner, punctuality, preparation, and presentation, ensuring that a player's time spent with me is positive.
- Ensure the training environment is safe.
- Keep up to date with the latest coaching practices and developments by taking up further coach education and other personal and professional development opportunities.
- Take responsibility for being informed about specific coaching needs of the player and discuss how coaching should be adapted to address these needs.
- Always speak to the player / players in an appropriate manner and ensure they understand my request.
- Wear appropriate coaching uniform, or the uniform provided.
- Always pick up the balls and not throw, kick, or roll the balls to move them while on court
- Not coach under the influence of alcohol or illegal substances.
- Not wager on any match or event where I am coaching.
- Not use any form of communication to bring the game into disrepute or make and an inappropriate comment about a fellow player, coach, official, classifier, volunteer or Boccia England, Including but not exclusive of social media, email, direct verbal or physical.

- Not behave in a way that would disrespect or harm anyone involved in boccia.
- Not offer or accept any consideration whatsoever with a view to influencing the result of a match.

CODE OF CONDUCT FOR OFFICIALS

I will:

- Comply with all rules, regulations and requirements of the sport including any leagues and competitions in which I am involved.
- Treat everyone equally regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity. Everyone has the right to be protected from abuse.
- Respect and never bully or take unfair advantage of another player, coach, official, classifier or volunteer.
- Abide by the safeguarding guidelines set out by Boccia England for children and young people, and adults at risk.
- Not abuse or misuse any relationship of trust or position of power, or influence held by me.
- Report any concerns about a child or adult's welfare to the Club Welfare Officer or Boccia England Lead Safeguarding Officer.
- Report any suspected misconduct by anyone involved in boccia.
- Uphold an appropriate boundary between myself and players, especially when one person is under 18 of age. An Official should not only refrain from initiating a personal relationship, but should also discourage any attempt by a player to initiate an intimate personal relationship, explaining the ethical basis of the refusal.
- Always conduct myself in an appropriate manner and display courtesy and good manners to others.
- Promote the code of conduct to other officials, especially those new to the sport.
- Abide by the disciplinary sanctions that might be imposed on me.
- Be a positive role model for boccia by acting in a way that projects a positive image of officiating and being fair, considerate and honest with players.
- Remember that the game is for the players. Always be fair and impartial and control the game in a manner that will provide a positive experience for all players.
- Declare any potential conflicts of interest.
- Cooperate with everyone involved in boccia. Including players, coaches, officials, parents/carers, classifiers, volunteers and Boccia England.
- Display the highest standards in my language, manner, punctuality, preparation, and presentation, ensuring that a player's time spent with me is positive.
- Keep up to date with the latest rules and officiating practices and developments by taking up further officiating education and other personal and professional development opportunities.
- Arrive at the competition on time and well prepared with a clear head. Always check the game schedule and be ready for the next game.
- Respect other referees and their decisions and not publicly criticize another official.
- Stay calm when confronted with emotional reactions from players, assistants, coaches, parents / carers or spectators.
- Always speak to players in an appropriate manner and ensure they understand your request.
- Make decisions with confidence.
- Wear appropriate referee uniform, or the uniform provided by the competition organisers.

- Always pick up the balls and not throw, kick, or roll the balls to move them while on court.
- Not officiate under the influence of alcohol or illegal substances.
- Not wager on any match or event where I am officiating.
- Not use any form of communication to bring the game into disrepute or make an inappropriate comment about a fellow player, coach, official, classifier, volunteer or Boccia England, Including but not exclusive of social media, email, direct verbal or physical.
- Not behave in a way that would disrespect or harm anyone involved in boccia.
- Not offer or accept any consideration whatsoever with a view to influencing the result of a match.

CODE OF CONDUCT FOR PARENTS AND PERSONAL ASSISTANTS (PA)

I will:

- Teach and treat everyone equally regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity.
- Abide by the safeguarding guidelines set out by Boccia England for children and young people, and adults at risk.
- Report any concerns about a child or adult's welfare to the Club Welfare Officer or Boccia England Lead Safeguarding Officer.
- Report any suspected misconduct by anyone involved in boccia.
- Always conduct myself in an appropriate manor and display courtesy and good manners to others.
- Promote the code of conduct to other parents and PA'S, especially those new to the sport.
- Abide by the disciplinary sanctions that might be imposed on me.
- Support all efforts to remove verbal, physical and racist abuse from boccia.
- Not force an unwilling participant to take part in boccia.
- Encourage all to play by the rules and respect the match officials.
- Never ridicule or shout at a participant for making a mistake or losing a game.
- Teach that effort and teamwork are as important as victory, so that the result of each game is accepted without undue disappointment.
- Remember that young people and vulnerable adults learn best by example.
- Take responsibility for informing Boccia England, coaches, officials, classifiers and volunteers about any illness, disability or specific support needs of my child.
- Refrain from publicly questioning the judgement or honesty of match officials.
- Recognise the value and importance of volunteers in boccia. They give their time, energy and resources to provide recreational activities for others.
- Set a good example by recognising fair play and applauding good performances of all.
- Encourage regular participation in sport.
- Not attend a boccia setting under the influence of alcohol or illegal substances.
- Not wager on any match or event where I am attending.
- Not use any form of communication to bring the game into disrepute or make an inappropriate comment about a fellow player, coach, official, classifier, volunteer or Boccia England, Including but not exclusive of social media, email, direct verbal or physical.
- Not behave in a way that would disrespect or harm anyone involved in boccia.
- Not offer or accept any consideration whatsoever with a view to influencing the result of a match.

CODE OF CONDUCT FOR VOLUNTEERS

I will:

- Comply with all rules, regulations and requirements of the sport including any leagues and competitions in which I am involved.
- Treat everyone equally regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity.
- Respect and never bully or take unfair advantage of another player, coach, official, classifier or volunteer.
- Abide by the safeguarding guidelines set out by Boccia England for children and young people and adults at risk.
- Not abuse or misuse any relationship of trust or position of power, or influence held by me.
- Report any concerns about a child or adult's welfare to the Club Welfare Officer or Boccia England Lead Safeguarding Officer.
- Report any suspected misconduct by anyone involved in boccia.
- Uphold an appropriate boundary between myself and players, especially when one person is under 18 of age. A volunteer should not only refrain from initiating a personal relationship, but should also discourage any attempt by a player to initiate an intimate personal relationship, explaining the ethical basis of the refusal.
- Always conduct myself in an appropriate manner and display courtesy and good manners to others.
- Promote the code of conduct to other volunteers, especially those new to the sport.
- Abide by the disciplinary sanctions that might be imposed on me.
- Be a positive role model for boccia by acting in a way that projects a positive image and being fair, considerate and honest with players.
- Cooperate with everyone involved in boccia, including players, coaches, officials, parents/careers, classifiers, volunteers and Boccia England.
- Display the highest standards in my language, manner, punctuality, preparation, and presentation ensuring that a player's time spent with me is positive.
- Always speak to players in an appropriate manner and ensure they understand your request.
- Wear appropriate clothing, or the uniform provided.
- Always pick up the balls and not throw, kick, or roll the balls to move them while on court.
- Not attend a boccia setting under the influence of alcohol or illegal substances.
- Not wager on any match or event where I am attending.
- Not use any form of communication to bring the game into disrepute or make an inappropriate comment about a fellow player, coach, official, classifier, volunteer or Boccia England, including but not exclusive of social media, email, direct verbal or physical.
- Not behave in a way that would disrespect or harm anyone involved in boccia.
- Not offer or accept any consideration whatsoever with a view to influencing the result of a match.

CODE OF CONDUCT FOR SPECTATORS

I will:

- Treat everyone equally regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity. Everyone has the right to be protected from abuse.
- Remain outside the field of play and in the designated spectator area (where provided).
- Encourage all players irrespective of their ability and never ridicule any individual player regardless of the team they play for.
- Avoid sudden loud noises when a player is preparing or playing a shot.
- Always conduct myself in an appropriate manor and display courtesy and good manners to others.
- Promote the code of conduct to other spectators, especially those new to the sport.
- Abide by the disciplinary sanctions that might be imposed on me.
- Encourage all to play by the rules and respect the match officials.
- Never ridicule or shout at a participant for making a mistake or losing a game.
- Refrain from publicly questioning the judgement or honesty of match officials.
- Not attend a boccia setting under the influence of alcohol or illegal substances.
- Not use any form of communication to bring the game into disrepute or make an inappropriate comment about a fellow player, coach, official, classifier, volunteer or Boccia England, Including but not exclusive of social media, email, direct verbal or physical.
- Not behave in a way that would disrespect or harm anyone involved in boccia.
- Not distract anyone involved in the game in any way at all.

CODE OF CONDUCT FOR CLASSIFIERS

I will:

- Comply with all rules, regulations and requirements of the sport including any leagues and competitions in which I am involved.
- Treat everyone equally regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity.
- Respect and never bully or take unfair advantage of another player, coach, official, classifier or volunteer.
- Abide by the safeguarding guidelines set out by Boccia England for children and young people, and adults at risk.
- Not abuse or misuse any relationship of trust or position of power, or influence held by me.
- Report any concerns about a child or adult's welfare to the Club Welfare Officer or Boccia England Lead Safeguarding Officer.
- Report any suspected miss conduct by anyone involved in boccia.
- Uphold an appropriate boundary between myself and players, especially when one person is under 18 of age. A Classifier should not only refrain from initiating a personal relationship, but should also discourage any attempt by a player to initiate an intimate personal relationship, explaining the ethical basis of the refusal.
- Always conduct myself in an appropriate manner and display courtesy and good manners to others.
- Promote the code of conduct to other classifiers, especially those new to the sport.

- Abide by the disciplinary sanctions that might be imposed on me.
- Be a positive role model for boccia by acting in a way that projects a positive image and being fair, considerate and honest with players.
- Treat all discussions with colleagues as confidential.
- Declare any potential conflicts of interest.
- Be courteous, objective, honest and impartial in performing classification duties for all players.
- Cooperate with everyone involved in boccia. Including players, coaches, officials, parents/careers, classifiers, volunteers and Boccia England.
- Cooperate with my fellow classifiers, coaches, officials and volunteers.
- Display the highest standards in my language, manner, punctuality, preparation, and presentation ensuring that a players time spent with me is positive.
- Keep up to date with the latest rules and classifying practices and developments by taking up further classifying education and other personal and professional development opportunities.
- Explain decisions in a calm and measured way
- Accept responsibility for all actions and decisions taken and be open to discussion and interaction with players and player support personnel.
- Make classification rules widely known and understood by players and player support personnel.
- Always speak to players in an appropriate manor and ensure they understand your request.
- Wear appropriate clothing or the uniform provided.
- Not operate under the influence of alcohol or illegal substances.
- Not wager on any match or event where I am classifying.
- Not use any form of communication to bring the game into disrepute or make and an inappropriate comment about a fellow player, coach, official, classifier, volunteer or Boccia England, Including but not exclusive of social media, email, direct verbal or physical.
- Not behave in a way that would disrespect or harm anyone involved in boccia.
- Not offer or accept any consideration whatsoever with a view to influencing the result of a match.

Data Protection - Collection and Use of Your Information

Records are kept about your personal contact details, emergency numbers and notes on medical conditions and medication to ensure your health and safety. We also keep information on your performance, training and participation at events.

We use information about you to

- Maintain your club records
- Respond to any enquiries you make
- Administer events in which you participate
- Create an individual profile for you so we (and you) can see your progress and understand your training requirements
- Contact you about Boccia and social events
- Deal with any incidents

Recording images

We may take images during your training to assist the coach in training / analysis that will help you and others in the club to play better. We may also take images of you during events hosted by the club. These images may be used for publicity in newspapers, broadcast media and online including the Blackpool Boccia website.

Blackpool Boccia may enter into events where images of members may be recorded by the event organiser and/or external third parties. We have no control over these images.

A consent or refusal form will have been completed by you/your primary carer as part of the membership application form.

How we keep your records confidential

Everyone working for the club has a legal duty to keep information about you confidential.

We may need to share some information about you so we can all work together for your benefit. We will only ever use or pass on information about you if others involved in your training or events have a genuine need for it.

We will not disclose your information to third parties without your permission unless there are exceptional circumstances, such as when your or others health or safety is at risk or where the law requires information to be passed on.

Anyone who receives information from us is also under a legal duty to keep it confidential

How to access your own records

The General Data Protection Regulation (GDPR) allows you to find out what information is held about you and applies to your club records.

If you want to see your records, you should make a request to the Secretary.

COMPLAINT FORM

Concerns about training should be discussed with the coach via the Head Coach. If dissatisfied with the outcome of these discussions, then you should approach the Welfare Officer for advice on what to do next.

Concerns about the operation of the Blackpool Boccia club and social events should be discussed with the Chair or Deputy Chair.

If dissatisfied with the outcome of these discussions, then you should raise the Complaint Form.

| | | |
|----------------------------------------------------------------------------------|------------------------------|--------------------------------------------------|
| Name | | |
| Address | | |
| Contact No. | | |
| Please provide details of your complaint | | |
| | | |
| What do you think we could do to address your complaint or prevent a recurrence? | | |
| | | |
| Please post or email this form to | Blackpool Boccia (Secretary) | m5jag@aol.com |