

Code of Conduct & Ethics for Coaches

Terms of Reference

Due to the nature of the activities that Somerset RC Tri engages in it is difficult to mitigate every area and therefore the Group Session Leaders (Group Leaders, Session Leaders, Leaders and Guides) must take individual 'Duty of Care' for the athletes under their control. This is highlighted further in this document. Although the club is ultimately accountable for the way it does business some of this accountability ¹ and all the responsibilities ² are within the remit of the Group Leader in charge of the session. The Group Leader can devolve some of the responsibilities to the athletes by means of a robust series of briefings prior to the commencement of the session; i.e. in the case of running sessions, if the Group Leader has briefed athletes on the correct method of crossing public roads and that they are to run only on the pavement areas and keep off the road it is the athlete's responsibility to adhere to this and if they don't comply the athlete becomes responsible for their own actions.

The club's Group Leaders offer their time and expertise voluntarily for the benefit of the members of Somerset RC Tri club. There is no formal contract between these volunteer Group Leaders and the club's committee; nonetheless Group Leaders are representing the club in the provision of their sessions and interactions with club members. For the protection of the club's insurance it is expected that club coach's qualifications are up to date and relevant to the level of coaching that they deliver, and are familiar with the current Guidelines and Policies of British Triathlon Federation as applicable to Club Group Leaders: persons that lead a club session with the express permission of the committee, Coaching Qualifications are not required to act as a group leader, although sessions will need to Risk Assessed and approved by a Level 2 or 3 coach. .

The content of this Code of Conduct and Ethics applies to all those involved with coaching/leading/guiding in the sport of Triathlon in Somerset RC Tri (the Club).

This Code of Conduct and Ethics should be read in conjunction with Somerset RC Tri Coaching Guidelines, the current approved version of "BTF Safeguarding and Protecting Children Policy" and the "[UK Anti-Doping Rules*](#)".

Code of Conduct for Somerset RC Tri Club's Group Leading volunteers

It is expected that Somerset RC Tri club Group Leaders:

- Respect the rights, dignity and worth of every athlete, regardless of background or ability.
- Place the welfare and safety of the athlete above the development of performance .
- Challenge inappropriate behaviour or language by others in the session.
- Avoid putting themselves in a position where exploitation or abuse of vulnerable athletes could have been thought to have occurred.
- Ensure that they are properly qualified for activities that they coach and update their licence and education as and when required by BTF. Whilst in a coaching role strictly observe a clear boundary between friendship and intimacy with athletes.
- Professional Group Leaders should conduct themselves in accordance with the club professional coach's policy/statement.
- Turn up in good time for each session and/or assure that there is adequate cover for each session provided, or adequate notice of cancellation.
- Act as a good role model by consistently displaying good standards of behaviour, appearance and safe training practices in their own training.
- Always ask the athlete's permission and explain the reason why before touching the athlete.
- Co-operate fully with other colleagues (e.g. other Group Leaders, officials, team managers, doctors, physiotherapists, governing bodies) in the best interests of the athlete.
- Listen and be sensitive to athletes' concerns.
- Make clear the limits of their commitment, and any reasons why they may refuse to coach any particular athlete.
- Report any suspected misconduct by other Group Leaders to the appropriate authorities (the Club's Welfare Officer, BTF, police, as appropriate).

Practical Procedures that coaches/session leaders are expected to follow:

- If you are unavailable to deliver one of your scheduled sessions, you are responsible for arranging for a stand-in using the Group Leaders contact sheet as early as you are aware of the need.
- In unforeseen circumstances mean that you are unable at the last minute get to one of your sessions, you are in the first instance to contact via text, then email the Head of Coaching. If you do not receive a timely reply you are to contact the head of the Juniors Section (Next Level 3) then the Chair and - finally use the Group Leaders contact sheet to find a stand-in.
- In the event of an incident during one of your sessions, once it is appropriate to do so, you are to contact firstly via text, then email the Head of Coaching. If you do not receive a timely reply you are to contact the head of the Juniors Section (Next Level 3) then the Chair.
- As a club coach participating in a club session where the nominated Group Leader does not turn up, then you should take responsibility to get the session started (e.g. commence warm up) and if necessary take over leading the session, reporting the fact to the Head of Coaching. If you do not receive a timely reply you are to contact the head of the Juniors Section (Next Level 3) then the Chair. You then become the Group Leader for that session.
- If you wish to change the essence (e.g. content, location, nature) of a session you are to immediately inform and seek approval of changes from the Head of Coaching.
- If you wish to set up a new session you are to first discuss it with the Head of Coaching.

Code of Ethics

All individuals engaged in any activity within the Club and triathlon disciplines will at all times:

- Promote the positive aspects of the sport and never condone the use of inappropriate or abusive language, inappropriate relationships, bullying, harassment, discrimination or physical violence, illegal gambling or conduct that may be construed as unethical.

- Accept responsibility for their own behaviour and encourage and guide all Home Nation Triathlon Association members and parents of junior members to accept responsibility for their own behaviour and conduct.
- Ensure all concerns of a child safeguarding nature are referred to an appropriate authority in accordance with “BTF Safeguarding and Protecting Children Policy”.
- Promote the reputation of the sport and never behave or encourage or condone others to behave in a manner that is liable to bring the sport, BTF, HN’s into disrepute.
- Adhere to BTF Safeguarding and Protecting Children Policy.
- Adhere to the UK Anti-Doping Rules.
- Adhere to the BTF Equity Policy.
- Adhere to the BTF and ITU Rules.
- Adhere to the BTF Codes of Conduct.

Group Leaders should note that this is a general “umbrella” code and is supplemented by the other specific BTF Codes of Conduct, which can be found in the **About** section of www.britishtriathlon.org.

Somerset RC Tri Committee have devised the club Code of Conduct and Ethics for Group Leaders based on that adopted by the BTF Board. It can be found in the Membership Handbook.

¹**Accountability:** the obligation to demonstrate the task achievement and take responsibility for the performance in accordance with agreed expectations. Accountability is the obligation to answer for an action. Accountability cannot be delegated and remains with the post holder.

²**Responsibility:** the obligation to carry forward an assigned task to its successful conclusion. With responsibility goes authority to direct and take the necessary action to ensure success. Responsibility can be devolved to another person as long as that person is deemed fit to assume the responsibility.

