



## **Club Constitution and Policy Documents Pack**

### **Contents:**

Constitution	Page 2
Code of conduct	Page 6
Club equity policy statement	Page 12
Safeguarding policies	Page 13
Data protection policy	Page 17
Photography and filming of children policy	Page 19
Consent for taking and using images of junior members	Page 21
Social media policy	Page 22



## **Club Constitution**

### **1. Name of Club**

The club will be called South West Leicestershire Dodgeball Academy and will be affiliated to British Dodgeball.

### **2. Aims and objectives**

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in Dodgeball
- To promote the sport of Dodgeball
- To ensure a duty of care to all members of the club
- To provide all its services in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment

### **3. Membership**

Membership should consist of officers and members of the club. All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and all codes of conduct that the club has adopted, along with the policies and rules of British Dodgeball.

Members will be enrolled into the following categories:

- Junior member
- Adult member

### **4. Membership fees**

Fees will be set annually and determined at the Annual General Meeting.

The parent/carer of any child/young adult member will be expected to take responsibility of payment of any fees relating to membership, training or events promptly, and in line with the club constitution.

The club relies upon the payment of fees to support running costs. Parents/carers are encouraged to discuss support with any payment issues promptly with a member of the Management Committee; where there is no effort made to acknowledge, address or resolve late payments this may result in the child/young adult being unable to attend training or events.

## **Payments should be made as follows:**

**Training sessions:** At or immediately after each session. There will be no fee for non-attendance as the club continues to operate on a 'pay as you go' policy. Failure to pay on 3 occasions may result in members being refused the opportunity to train.

**Events:** Fee to be paid not later than 14 days post event. Failure to pay may result in members being refused the opportunity to participate in subsequent events.

## **5. Officers of the club**

The officers of the club will be:

- Chair
- Vice Chair
- Head Coach
- Secretary
- Treasurer
- Club Welfare Officer
- Assistant Welfare officer

Officers will be elected annually at the Annual General Meeting.

## **6. Committee**

The club will be managed through the Management Committee consisting of:

- Chair
- Secretary
- Treasurer
- Club Welfare Officer

Only these posts will have the right to vote at meetings of the Management Committee; these posts constitute the quorum required for any decision making. Should a postholder be unable to attend a Committee meeting and where a decision is required, that postholder, with the agreement of the other voting members of the Committee, may nominate an appropriate deputy.

- The Management Committee will be convened by the Secretary of the club and held no less than 2 per year.
- The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

- The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.
- The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution (see section 9, below). The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

## **7. Finance**

- All club monies will be banked in an account held in the name of the club.
- The Club Treasurer will be responsible for the finances of the club.
- The financial year of the club will end on 31<sup>st</sup> March.
- An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other officers.

## **8. Annual general meetings**

- Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members. The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts. Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM. Elections of officers are to take place at the AGM.
- All members have the right to vote at the AGM. □ The quorum for AGMs will be 6.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

## **9. Complaints, discipline and appeals**

All complaints regarding the behaviour of members should be submitted in writing to the Secretary. The Secretary will provide a written acknowledgement to the complainant within 7 days.

The Management Committee will meet, virtually or otherwise, to review complaints within 7 days of a complaint being lodged and to determine whether a more detailed investigation should take place. Where an investigation is launched the Secretary will update the complainant and outline the timescale of the investigation. It is acknowledged that the timescale will vary dependent upon the nature and severity of the complaint. The Committee has the power to take appropriate disciplinary action following the conclusion of any investigation, including the termination of membership or the temporary / permanent exclusion of parent / carer.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing. There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 7 days of the Secretary receiving the appeal.

#### **10. Dissolution**

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of Blaby District Local Sports Alliance. Blaby LSA will not hold any responsibility for any debts owed by EJDC. EJDC take no responsibility for any debts owed from Blaby LSA.

#### **11. Amendments to the constitution**

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

#### **12. Declaration**

**SW Leics Dodgeball Acaemy** hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

DATE:

NAME:

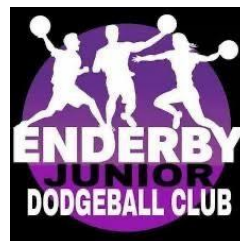
POSITION: Club Chair

SIGNED:

DATE:

NAME:

POSITION: Club Secretary



## **Code of Conduct for Junior Members**

Enderby Junior Dodgeball is fully committed to safeguarding and promoting the wellbeing of all its members. The club believes that it is important that members, coaches, administrators and parents 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:

- **Deborah Spaul (Welfare Officer)**
- **Mark Yates (Chair & Coach)**

Sports clubs should offer a positive experience for children and young people and where they can learn new things in a safe and positive environment.

As a member of *Enderby Junior Dodgeball*, you are expected to abide by the following junior code of practice:

- Be loyal and give their friends a second chance.
- Be friendly and particularly welcoming to new members
- Be supportive and committed to other team members, offer comfort when required.
- Keep yourself safe.
- Report inappropriate behaviour or risky situations for youth members.
- Play fairly and be trustworthy.
- Respect officials and accept decisions.
- Show appropriate loyalty and be gracious in defeat.
- Respect opponents.
- Not cheat or be violent and aggressive.
- Make your club a **fun** place to be.
- Keep within the defined boundary of the playing/coaching area.
- Behave and listen to all instructions from the coach. Play within the rules and respect the official and their decisions.
- Show respect to other youth members/leaders and show team spirit.
- Take care of equipment owned by the club.
- Respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background or religious beliefs or sexual identity.
- Refrain from the use of bad language or racial/sectarian references. This includes bullying using technologies like chat-rooms, texting or social media.
- Not get involved in inappropriate peer pressure and push others into something they do not want to do.
- Refrain from bullying or persistent use of rough and dangerous play.

- Wear suitable kit including trainers – for training and match sessions, as agreed with the coach/team manager.
- Not smoke on club premises or whilst representing the club at competitions.
- Not consume alcohol or drugs of any kind on the club premises or whilst representing the club.
- Show respect to other members, coaches, club officials and parents. -

### **Children / Young People have the right to:**

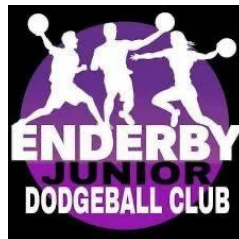
- Be safe and happy in their chosen activity.
- Be listened to.
- Be respected and treated fairly.
- Privacy.
- Enjoy your sport in a protective environment - Be referred to professional help if needed.
- Be protected from abuse by other member or outside sources.
- Participate on an equal basis, appropriate to their ability.
- Experience competition and the desire to win.
- Be believed.
- Ask for help.
- Have any concerns taken seriously and acted on.

### **Payment**

The parent/carer of any child / young adult member will be expected to pay any fees relating to membership, training or events promptly, and in line with the club constitution. The club relies upon the payment of fees to support running costs. Parents/carers are encouraged to discuss support with any payment issues promptly with a member of the Management Committee; where there is no effort made to acknowledge, address or resolve late payments this may result in the child/young adult being unable to attend training or events.

Any minor misdemeanours and general misbehaviour will be addressed by the coach and reported verbally to the designated person. More serious or persistent misbehaviour may result in disciplinary action and potentially dismissal from the club/sport. Parents will be informed at all stages.

Disciplinary action can be appealed to the coach with final decisions taken by the club committee or referred to the governing body depending on the disciplinary procedures within the sport.



## **Code of Conduct for Parents and Carers**

### **As parents you are expected to:**

- Positively reinforce your child and show an interest in their chosen activity.
- Do not place your child under pressure or push them into activities they do not want to do.
- Complete and return the Registration, Medical and Consent Form pertaining to your child's participation with SW Leics dodgeball Academy (see parental consent).
- Pay any fees linked to membership, training or events promptly and in line with the requirements of the club constitution. The club relies upon the payment of fees to support running costs. Parents/carers are encouraged to discuss support with any payment issues promptly with a member of the Management Committee; where there is no effort made to acknowledge, address or resolve late payments this may result in the child/young adult being unable to attend training or events.
- Deliver and collect your child punctually before and after sessions/matches/the event.
- Ensure your child has clothing and kit appropriate to the weather conditions.
- Ensure that proper sportswear and protective equipment are worn. Any child not in possession of the fundamental requirements will not be permitted to participate.
- Detail any relevant medical concerns or conditions pertaining to their child on the registration/consent form. Any changes in the state of the child's health should be reported to the coach/school/event staff prior to the activity.
- To inform the organiser prior to the activity starting if your child is to be collected early.
- Encourage your child to play by the rules, and teach them that they can only do their best.
- Ensure that your child understands their code of conduct.
- Behave responsibly on the side-line; do not embarrass your child.
- Show appreciation and support the coach and staff.
- Ensure your child is punctual.
- Be realistic and supportive.
- Ensure your child has adequate food and drink.
- Accept the official's judgment and do not enter the field of play.
- Promote your child's participation in playing sport for fun.



**As a parent/carers you have the right to:**

- Be assured that your child is safeguarded during their participation in sport.
- Be informed of problems or concerns relating to your children.
- Be informed if your child is injured.
- Have your consent sought for issue such as trips or photography.
- Contribute to decisions within the club.
- Have any concerns about any aspect of your child's welfare listened to responded to.
- 

**Any breaches of this code of conduct will be dealt with immediately by a SW Leics Dodgeball Academy official. Persistent concerns or breaches may result in you being asked not to attend training sessions or competitions if your attendance is considered detrimental to the welfare of young participants.**

**The ultimate action, should a parent/guardian continue to breach the code of conduct, will result in a club official regrettably asking your child to leave the session, event or club.**



## Adult Members Code of Conduct

The SWLDA is fully committed to safeguarding and promoting the wellbeing of all its members & the development of younger players into the adult sport. The club expects that members, coaches, volunteers and non-members associated with the club should show respect and understanding for the safety and welfare of others when representing the club at training sessions, tournaments, events and socials. 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:

- **Mark Yates (Club Chairperson)**
- **Deborah Spaul (Welfare Officer)**

Sports clubs should offer a positive experience for all participants and where they can learn new things in a safe and positive environment. As a member of *South West Leicestershire Dodgeball Academy*, you are expected to abide by the following Code Of Conduct;

### Behaviour

- Know and respect the rules.
- Display and promote the highest standards of behaviour on and off court.
- Show respect to other players, officials and coaches. The referee's decision is final and should be respected even if the player disagrees. Win or lose with dignity and shake hands with the opposition at the end of each match.
- Sanctions enforced by Referees may result in a fine and/or suspension/demotion. Each case will be viewed by the committee on its own merit
- Coaches' decisions are final. Continuous disrespect or misbehaviour could result in suspension or demotion from a team
- Play dodgeball to the best of their ability and encourage other players to do so as well.
- Be friendly and particularly welcoming to new members
- Not cheat or be violent and aggressive
- Make your club a **fun** place to be
- Pay any fees for training or events promptly
- Not consume alcohol or drugs of any kind whilst representing the club
- Help & mentor the younger players with their transition into the adult sport

### Community Engagement

It is the duty of all club members to get involved in spreading the word about dodgeball through a variety of methods. This means that members are expected to:

- Regularly share EJDC social media posts.
- Attend events on behalf of the EJDC.
- Engage in the distribution of promotional material.
- Support the club through other means; using personal skills/contacts if required.

## **Confidentiality**

- Keep any club tactics secret. Tactics should not be shared with anyone outside of the club, even when a player has left the club.
- Abide by the Data Protection Policy in the Welfare folder, and do not misuse other's personal data available on the Details Database.

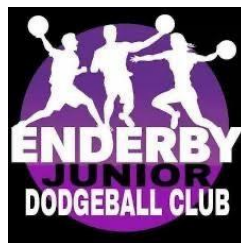
## **Welfare**

- Abide by the policies of the club. These include the Health and Safety policy, the Equality and Diversity policy and the Safeguarding policies. Copies of these policies are available in the Welcome Pack

Players are also expected to abide by the policies of the British Dodgeball including the British Dodgeball Players Code of Conduct, which can be found at [www.britishdodgeball.co.uk](http://www.britishdodgeball.co.uk).

Any minor misdemeanours and general misbehaviour will be addressed by the coach and reported verbally to the designated person. More serious or persistent misbehaviour may result in disciplinary action and potentially dismissal from the club/sport, suspension or demotion from a team. Parents of Under18's will be informed at all stages.

Disciplinary action can be appealed to the coach with final decisions taken by the club committee or referred to the governing body depending on the disciplinary procedures within the sport.



## Club Equity Policy Statement

SW Leics dodgeball Academy respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

SW Leics dodgeball Academy 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 that it becomes equally accessible to all members of society, whatever their age, ability, gender, race, ethnicity, sexuality or socio-economic status.*

SW Leics dodgeball Academy is committed to everyone having the right to enjoy their sport in an environment free from threat of discrimination, intimidation, harassment and abuse.

All Club members have a responsibility to challenge discriminatory behaviour and promote equality of opportunity.

SW Leics dodgeball Academy will deal with any incidence of discriminatory behaviour seriously, according to our disciplinary procedures.



## Child Safeguarding Policy

SW Leicestershire Dodgeball Academy believes that it is always unacceptable for a child or young person to experience abuse of any kind and recognises its responsibility to safeguard the welfare of all children and young people, by a commitment to practice which protects them.

### **We recognise that:**

- the welfare of the child/young person is paramount
- all children, regardless of age, disability, gender, racial heritage, nationality, religious beliefs, sexual orientation or identity, have the right to equal protection from all types of harm or abuse
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

### **The purpose of the policy:**

- To provide protection for the children and young people who receive EJDC's services, including the children of adult members or users.
- To provide staff and volunteers with guidance on procedures they should adopt if they suspect a child or young person may be experiencing, or be at risk of, harm.

This policy applies to all staff, including senior managers and the committee, paid staff, volunteers and sessional workers, agency staff, students or anyone working on behalf of EJDC.

### **We will seek to safeguard children and young people by:**

- accept the moral and legal responsibility to provide a duty of care to protect and safeguard the wellbeing of all children engaged in any activity which it has control over
- valuing them, listening to and respecting them
- adopting child protection guidelines through procedures and a code of conduct for staff and volunteers
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- sharing information about child protection and good practice with children, parents, staff and volunteers
- sharing information about concerns with agencies who need to know, and involving parents and children appropriately
- providing effective management for staff and volunteers through supervision, support and training.

Any member of staff, member or non-member who has a safeguarding concern should speak to the welfare officer or complete a **safeguarding referral form** and return it to the welfare officer.

Deborah Spaul  
Welfare Officer

Date: 01/08/24  
Review Date: 01/08/25

## **Vulnerable Adults Protection Policy**

Enderby Junior Dodgeball Club is committed to ensuring that vulnerable people who use our services are not abused and that working practices minimise the risk of such abuse. All members have a duty to identify abuse and report it to the welfare officer in person, via e-mail or by completing a **safeguarding referral form**.

### **Definition**

Vulnerable adults are people who are over 18 years of age and are getting or may need help and services to live in the community. Vulnerable adults may be unable to take care of themselves and unable to protect themselves from harm or exploitation by other people.

### **Abuse can include:**

- physical,
- financial,
- material,
- sexual,
- psychological,
- discriminatory,
- emotional abuse
- neglect.

Abuse can take place in any setting, public or private, and can be perpetuated by anyone.

## **Rights & Responsibilities**

### **Responsibilities of Dodgeball Academy committee:**

- To ensure volunteers are aware of vulnerable adult's need for protection
- To notify the appropriate agencies if abuse is identified or suspected
- To support and where possible secure the safety of individuals and ensure that all referrals to services have full information in relation to identified risk and vulnerability
- To check volunteers that have access to or work with Vulnerable Adults through the Disclosure and Barring Service



### **Responsibilities of Dodgeball Academy coaches:**

- To be familiar with the vulnerable adult protection policy.
- To take appropriate action in line with the policy of Enderby Junior Dodgeball Club.
- To declare any existing or subsequent convictions.

### **Support for those who report abuse**

All those making a complaint or allegation or expressing concern, whether they are coaches, members or the general public should be reassured that:

- They will be taken seriously
- Their comments will usually be treated confidentially, but their concerns may be shared with the appropriate authorities if they or others are at significant risk

### **The Vulnerable Adult has the right:**

- To be made aware of this policy
- To have alleged incidents recognised and taken seriously
- To receive fair and respectful treatment throughout
- To be involved in any process as appropriate
- To receive information about the outcome

We are also committed to reviewing our policy and good practice annually.

Deborah Spaul  
Welfare Officer  
Date:  
Review Date:

## **Terminology and Descriptors**

### **Abuse & Neglect**

‘Child abuse and neglect’ are forms of maltreatment of a child. These terms include physical and sexual assaults as well as cases where the standard of care does not adequately support the child’s health or development. Children may be abused or neglected through the infliction of harm, or through the failure to act to prevent harm.

### **Bullying**

Bullying may be defined as deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It can take many forms, but the three main types are physical, verbal and emotional.

### **Child**

Anyone who has not yet reached their 18th birthday, as per the Children Acts 1989 and 2004.

**Child Protection**

Process of protecting individual children identified as either suffering, or likely to suffer, significant harm as a result of abuse or neglect.

**Designated Safeguarding Officer (DSO)**

Committee member with responsibility for overseeing Manchester Bees Dodgeball Club's approach to safeguarding children, including dealing with concerns about the protection of children. This is undertaken by the Welfare Officer.

**Parent**

The term 'parents' also refers to carers or guardians, or people with parental responsibilities.

**Poor Practice**

Poor practice includes any behaviour that contravenes the Code of Conduct which is based around:

- rights of the player, the parent, the coach, the official
- responsibilities for the welfare of the players, the sport, the profession of coaching, and their own development
- respect for other players, officials and their decisions, coaches, the rules

**Safeguarding**

The process of protecting children from abuse or neglect, preventing impairment of their health and development, and ensuring they are growing up in circumstances consistent with the provision of safe and effective care that enables children to have optimum life chances and enter adulthood successfully.

**Vulnerable Adult**

A person aged 18 or over who is or may be in need of community care services and is or may be unable to protect themselves from harm.

Manchester Bees Dodgeball Club recognises that it is not appropriate to operate combined policies regarding the safeguarding of children and of vulnerable adults, due to the vast differences in legal and statutory requirements.

**Wellbeing**

The five outcomes that are key to children's and young people's wellbeing, as first set out in Every Child Matters are to: be healthy; stay safe; enjoy and achieve; make a positive contribution; and achieve economic wellbeing. The Children Act 2004 requires local agencies to co-operate with a view to improving the wellbeing of children in relation to these outcomes.

**Working Together to Safeguard Children 2013**

Government guidance that sets out how organisations and individuals should work together to safeguard and promote the welfare of children and how practitioners should conduct the assessment of children. The guidelines set out core legal requirements, making it easier for what individuals and organisations should do to keep children safe and promote their welfare.

**Young Person**

Reference to 'children' and 'young people' throughout this document apply interchangeably.





## SW Leics Dodgeball Academy Data Protection Policy

Our data protection policy sets out our commitment to protecting personal data and how we implement that commitment with regards to the collection and use of personal data.

### We are committed to:

- Ensuring that we comply with the eight data protection principles, as listed below
- Meeting our legal obligations as laid down by the [Data Protection Act 1998](#)
- Ensuring that data is collected and used fairly and lawfully
- Processing personal data only in order to meet our operational needs or fulfill legal requirements
- Taking steps to ensure that personal data is up to date and accurate
- Establishing appropriate retention periods for personal data
- Ensuring that data subjects' rights can be appropriately exercised
- Providing adequate security measures to protect personal data
- Ensuring that a nominated officer is responsible for data protection compliance and provides a point of contact for all data protection issues
- Ensuring that all club officers are made aware of good practice in data protection
- Providing adequate training for all staff responsible for personal data
- Ensuring that everyone handling personal data knows where to find further guidance

- Ensuring that queries about data protection, internal and external to the organisation, are dealt with effectively and promptly
- Regularly reviewing data protection procedures and guidelines within the club

### **Data protection principles**

1. Personal data shall be processed fairly and lawfully
2. Personal data shall be obtained for one or more specified and lawful purposes, and shall not be further processed in any manner incompatible with that purpose or those purposes
3. Personal data shall be adequate, relevant and not excessive in relation to the purpose or purposes for which they are processed
4. Personal data shall be accurate and, where necessary, kept up to date
5. Personal data processed for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes
6. Personal data shall be processed in accordance with the rights of data subjects under the [Data Protection Act 1998](#)
7. Appropriate technical and organisational measures shall be taken against unauthorised and unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data
8. Personal data shall not be transferred to a country or territory outside the European Economic Area unless that country or territory ensures an adequate level of protection for the rights and freedoms of data subjects in relation to the processing of personal data



## **Photography & Filming Of Children Policy**

Enderby Dodgeball Club encourages parents, guardians and spectators to use photographic equipment to celebrate the achievements of their children when playing dodgeball. Coaches, teachers and others may use video equipment as a legitimate training aid. The interests and welfare of children taking part in sporting activities is paramount & the aim of this policy is to ensure that such photographic images are appropriate & taken with the consent of the parent or guardian. A consent form for the child is available & must be completed.

### **Guidelines for recording images**

All children featured in recordings must be:

- Appropriately dressed with outer clothing garments covering their torso from at least the bottom of their neck to their thighs, i.e., a minimum of vest/shirt and shorts
- Featured with people engaging in dodgeball
- Recorded in groups with other children or adults, where possible

### **Guidelines for publishing images**

Give adequate thought to the selection of images in publicity material both printed and web based.

The following appropriate steps must be taken:

- Where possible do not include the name of a child whose image is being used
- If naming a child or group of children in an image, only use their first names, as this will reduce the risk of inappropriate, unsolicited attention from people within and outside the sport.
- Avoid the inclusion of other detailed information about individual children
- Only use images of children in suitable dress/kit to reduce the risk of inappropriate use.
- Printed or uploaded with written consent from parents/guardians □ Shown engaging in dodgeball activities.
- Do not allow unsupervised access to players or one-to-one photo sessions. □ Do not approve/allow photo sessions outside the event or at a player's home.

For safety it is recommended that the following are avoided:

- Images of children and young people on their own
- Images of children and young people outside a dodgeball environment
- Streaming any content directly to a website
- Using any images for which consent has not been obtained (please use the photo consent form).

- If anyone should have any concerns about inappropriate or intrusive photography, these should be reported to the event organiser or official and recorded in the same manner as any other child protection concern.

**Professional photographers/filming/video operators** wishing to record an event should seek accreditation with Enderby Junior Dodgeball Club by producing their professional identification for the details to be recorded

**Students or amateur photographers/film/video operators** wishing to record the event should seek accreditation with the event organiser by producing their student or club registration card and a letter from the club/educational establishment outlining their motive for attending the event and planned use of the material.



## **Consent for Taking and Using Digital Images of Junior Members**

During the course of both normal club activities and special events, photographs and images of junior members are often taken by local press, committee members, designated club members and other individuals. These photographs and images may be used during club activities, to record involvement in special events, for club publicity and the clubs website. In order to record and celebrate player achievement, we may display and retain player images for club use.

The current procedures for the use and storage of photographs and digital images will be kept under review in light of advice from external agencies. To comply with the Data Protection Act (1998) the club must obtain and record written parental permission to use your child's photograph. Please complete this consent form and return it to one of the coaches or the address given below. If you have any questions regarding Data Protection please do not hesitate to contact a member of the club Management Committee.

Junior Member's Name(s): \_\_\_\_\_

I do / do not give my consent for digital images of my child / children to be taken and used by Enderby Junior Dodgeball Club.

Parent / Guardian signature(s): \_\_\_\_\_

Print Name: \_\_\_\_\_



## Social Media Policy

---

Social media (including personal and professional websites, blogs, chat rooms and bulletin boards; social networks, such as but not limited to, Facebook, LinkedIn, Twitter and Instagram; video-sharing sites such as YouTube; and e-mail) are a common means of communication and self-expression.

It's essential that volunteers, members and players make informed decisions about how they use the internet, mobile phone and email communications to protect our club and our people.

Everyone involved in our club has the responsibility to safeguard both on and off the field/pitch/court, including communications.

**It is the responsibility of all members to:-**

1. Refrain from publishing comments about other clubs, players or referees and any controversial or potentially inflammatory subjects.
2. Avoid hostile or harassing communications in any posts or other online communications. Harassment is any offensive conduct based on a person's race, sex, gender identity, national origin, colour, disability, age sexual orientation, veteran status, marital status, religion or any other status protected by law.
3. Clubs should identify all copyrighted or borrowed material with citations and links. When publishing direct paraphrased quotes, thoughts, ideas, photos or videos, give credit to the original publisher or author.
4. The club will be responsible for reviewing responses to online posts and resolving any concerns before they are posted.