

## **Bookham Rifle Club**

### **Child Protection – Code of Behaviour**

This Code of Behaviour has been agreed by the Bookham Committee.  
It sets out the standards which adults coaching juniors at Bookham must apply.

Bookham have adopted the policy (and will follow the procedures) set out in the NSRA Guide "*Protection of Children and Vulnerable Adults in Target Shooting*" (November 2009)

#### **Meeting our responsibilities**

- Every coaching session will be supervised by a club approved Coach who will be responsible for ensuring safety and discipline on the range.
- Every adult involved in coaching juniors (under 18) will have been given a copy of this code of behaviour. A copy of this is available from the Range Officer
- A person of 18 or over must be present with the coach throughout any coaching session for juniors.
- A copy of the NSRA Guide will be available for consultation in the Club House.
- Bookham will respond without delay to any complaint of abuse in line with the procedures set out in the NSRA Guide.

#### **Code of Behaviour**

**DO** put this code into practice at all times

**DO** treat everyone with dignity and respect

**DO** set an example you would wish others to follow

**DO** be clear, firm and consistent in ensuring safety and discipline on the ranges

**DO** treat all juniors equally, show no favouritism

**DO** encourage others to challenge any attitudes or behaviours they do not like

**DO** allow juniors to talk about any concerns they may have

**DO** take any allegations or concerns about abuse seriously - refer immediately to the club child protection officer Jeanette Leivers or one of the Club Trustees (Sheena Bassett, Tim Hammond or Tony Whitehead)

**BE AWARE** – that an incident can also be reported to the NSPCC 24-hour hotline (0808 800 5000) if someone wishes to talk to an independent person.

**DO NOT** trivialise abuse

**DO NOT** use inappropriate language

**DO NOT** engage in inappropriate behaviour or physical contact

**DO NOT** make suggestive remarks or threats to a junior, even if intended in fun

**DO NOT** allow abusive peer activities eg bullying

**DO NOT** form a relationship with a junior that is an abuse of trust

**DO NOT** let allegations, suspicions or concerns about abuse go unreported

## **DO NOT RELY ON YOUR GOOD NAME TO PROTECT YOU OR THE CLUB**

### **Notes on Good Practice:**

- **Make it clear that parents of juniors are:**
  - **always welcome to attend coaching sessions.**
  - **may be asked to attend coaching sessions as an observer if the junior is under 16.**
- **If you have to touch a junior – for example to correct their position – ask them first whether they mind and be open and transparent about what you are doing. For example “*Would you mind if I move your hands/arms/feet to the correct position*”.**
- **If you have to touch a junior to ensure their safety, or the safety of others, explain why you have done that to them straightaway.**

**Please ensure that if you find yourself in the Clubhouse on your own with a junior the door is unlocked.**