



Wycombe House Cricket Club

Colts Welfare Pack

Along with the England and Wales Cricket Board (ECB), Wycombe House Cricket Club (WHCC) recognises the responsibility it has to protect the welfare of children. Accordingly, it subscribes to the ECB's "Safe Hands" policy: <http://www.ecb.co.uk/ecb/safeguarding-children-and-child-protection/>.

In accordance with this policy, the club is required to obtain certain key information about each child and to disseminate certain key information to parents / guardians.

This Colts Welfare Pack contains three sections:

- Section A – contains relevant club policies that parents / guardians and children should be aware of.
- Section B – explains how to report a welfare related concern.
- Section C – is the Player Profile form that parents / guardians are required to fill in and hand back in as part of the registration process. This is to provide the club with information it needs; for parents and guardians to provide relevant consents; and for parents / guardians to acknowledge the important information in Section A.

This pack will be reviewed and updated from time to time. Parents /guardian and children can access the latest version from the colts section of the Wycombe House public website.

History and Change Control

Date	Version	Status
16 th April 2011	V1.0	Draft for use in 2011. Pending review and committee approval.
17 th June 2011	V2.0	Approved by WHCC Management Committee.



Section A – Policies

1 Code of Conduct for WHCC Members and Guests

WHCC Members and Guests (including players, parents / guardians and spectators) should:

- Respect the rights, dignity and worth of every person within the context of cricket.
- Treat everyone equally and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief.
- Not condone, or allow to go unchallenged, any form of discrimination if witnessed.
- Display high standards of behaviour.
- Promote the positive aspects of cricket, for example fair play.
- Encourage all participants to learn the Laws and rules and play within them, always respecting the decisions of match officials.
- Actively discourage unfair play, rule violations and arguing with match officials.
- Recognise good performance not just match results.
- Place the well-being and safety of children above the development of performance.
- Ensure activities are appropriate for the age, maturity, experience and ability of the individual.
- Respect children's opinions when making decisions about their participation in cricket.
- Not smoke, drink or use banned substances while working with children in the club.
- Not provide children with alcohol when they are under the care of the club.
- Follow ECB guidelines set out in the "Safe Hands – Cricket's Policy for Safeguarding Children" and any other relevant guidelines issued.
- Report any concerns in relation to a child, following reporting procedures laid down by the ECB (see Section B).
- Members and guests include all members and officers of the cricket club and all guests of those members and officers, as well as all individuals who watch/attend/participate/ officiate in matches hosted by the club in whatever capacity.

2 Club Officers and Volunteers

All club officers and appointed volunteers will:

- Have been appropriately vetted, if required.
- Hold relevant qualifications and, for coaches, be members of the ECB Coaches Association and hold appropriate insurance.
- Always work in an open environment (i.e. avoid private, or unobserved, situations and encourage an open environment).
- Inform players and parents of the requirements of cricket.
- Know and understand the ECB's "Safe Hands – Cricket's Policy for Safeguarding Children".



- Develop an appropriate working relationship with young players, based on mutual trust and respect.
- Ensure physical contact is appropriate and necessary and is carried out within recommended guidelines with the young player's full consent and approval.
- Not engage in any form of sexually related contact with a young player. This is strictly forbidden, as is sexual innuendo, flirting or inappropriate gestures and terms. The ECB adopts the Home Office guidelines. These recommend "people in positions of trust and authority do not have sexual relationships with 16-17 year olds in their care".
- Attend appropriate training to keep up to date with their role, especially with respect to the safeguarding of children.

3 Transport, Pick Up and Drop Off

Parents / guardians are responsible for the safe transportation of their children to and from matches or training. Coaches are advised not to transport children in their capacity as coach unless it is required to protect the welfare of the child (see below).

It is incumbent on the person currently responsible for a child to ensure that that responsibility is transferred effectively during matches and training sessions. This means that parents / guardians are responsible for ensuring that the coach knows that that their child has joined the group at the start of a match or training session; and coaches are responsible for ensuring that the children rejoin their parents / guardians at the end.

Coaches should gather the children at the end for the session / match de-brief, near the parents if possible, and, when appropriate, ask the children to rejoin their parents only if they can see them. Any children who can't spot their parents can then be assisted. The coach should not leave until all children have been safely accounted for. Regardless, children should not be allowed to travel home alone unless they are 13 or over and their parent / guardian has completed the relevant form in Section C of this pack, granting permission for this.

In addition:

- Coaches will maintain an attendance register.
- Children aged 8 and under - parents / guardians are expected to bring their child to the club/away fixture for training or matches and remain with their child until the end of the session. If this is not possible, the parent/guardian must nominate a carer and inform the coach or manager of who is assuming responsibility for the child.
- Children aged 9-12 - parents / guardians are expected to bring their child to the club/away fixture for training or matches and remain with their child. If for some reason, the parent must leave the ground or away fixture, they must return in a timely fashion to pick up their child.
- Children aged 13-18 - parents / guardians are advised to follow the same guidance as for children aged 9-12, however if some parents would like their child to travel to and from the club alone, they must sign a 'Drop off and Pick-up Release Form'. This practice is not recommended by the club but a form can be found in Section C of this pack or obtained from the club.
- Late pick-up - in the event that a child's parent is late for a pick-up, he/she will be retained at the club in the presence of more than one adult, if possible. We ask that you advise the coach immediately if your travel plan is disrupted and you know you are going to be late. In the event that a child must be dropped by the coach/another parent or guardian from an away fixture, he/she will be asked to sit in the rear of the vehicle and will be dropped at their home address.
- Responsibility - coaches will be responsible for children during matches / training sessions once parents / guardians have handed them over as described above. Children are the



responsibility of their parent / guardian anywhere inside or outside of the club house and its grounds (whether home or away) at all other times.

4 Use of Helmets

When playing with a hard ball, helmets complying with British Standard (BS7928:1998) must be worn when batting or wicket keeping.

5 Use of Box

When playing with a hard ball, a box (abdominal protector) must be worn by all boys when batting or wicket keeping. For hygiene reasons, each child should use their own box. Parents / guardians should ensure that each child owns a box and takes it in their kit bag to training and matches.

The protection afforded by the box will be maximised if the child is also wearing suitable underwear. Boxer shorts are not suitable in this respect as they do not retain the box appropriately. Parents / guardians should ensure that suitable underwear is worn.

6 Changing / Showering

Changing and shower policy is as follows:

- Adults must not change, or shower, at the same time using the same facility as children.
- Adults should try to change at separate times to children during matches, for example when children are padding up.
- If children play for adult teams, they cannot share changing facilities with adults unless they have consent from parents / guardians.
- Mixed gender teams must have access to separate male and female changing rooms.
- Mobile phones must not be used in changing rooms.
- If children are uncomfortable changing or showering at the club, no pressure should be placed on them to do so. Instead they should change and shower at home.

7 Photography and Video

Parents are allowed to take pictures of, or film, their children. These are normal family practices and help mark milestones in a child's life. However, WHCC has introduced controls on the use of photographic equipment (cameras, and videos, including mobile phones) as part of general safeguarding good practice in a club.

- Mobile phones are not permitted inside of changing or showering facilities at any time. If your child carries a mobile phone, please ensure they understand they must switch it off in the 'off-zone' areas.
- Permission to take images at matches or training has been requested as part of the registration process and consent will have been indicated by the parent/guardian.
- Please ensure that if your child has concerns, they can report these to the coach or team manager.
- Concerns regarding inappropriate, or intrusive, photography should be reported to the Club Welfare Officer and recorded in the same manner as any other child protection concern.

WHCC adheres to the guidelines relating to publishing of images as detailed below:

- Cricketers under the age of 18 will not be named alongside their photograph.



- WHCC only uses images of children in appropriate kit (training or competition), to reduce the risk of inappropriate use, and to provide positive images of the children.

8 Missing Children

A child going missing can be extremely traumatic – for adults and children. However, if everyone is aware of some simple pre-defined guidelines, panic levels can be minimised, and more critically, the missing child can, hopefully, be found in an organised and efficient way.

If a child, for whom WHCC has responsibility, goes missing, the following guidelines have been devised to clarify the actions to take:

- Ensure other children in your care are looked after appropriately while you organise a search for the child concerned.
- Inform the child's parents, if they are present at the event, or nominate an appropriate person to telephone them and advise of the concern. Reassure them you are doing all you can to locate their child. Remember the child may contact the parents directly so this action is very important.
- Organise all available responsible adults by areas to be searched. It is best to take a short time to organise the search properly so that all places are searched fully.
- Search the area in which the child has gone missing including changing rooms, toilets, public and private areas and the club's grounds.
- Request all those searching to report back to a nominated adult at a specific point.
- This nominated person should remain at this reference point and make a note of events, including a detailed physical description of the child. This should include approximate height, build, hair and eye colour as well as the clothing the child was wearing and where and when they were last seen. All this will be required by the police. If the search is unsuccessful you should then contact the police.
- A report should go to the police no later than 20 minutes after the child's disappearance is noted, even if the search is not complete.
- If the police recommend further action before they get involved, follow their guidance.
- If the police act upon the concern, always be guided by them in any further actions to take.
- At any stage when the child is located, ensure you inform all adults involved including the parents, searchers and the police if, by then, they are involved.
- All missing child incidents must be notified at the very earliest opportunity to the Club Welfare Officer, who must immediately notify the County Welfare Officer, and they must then notify the ECB Child Protection Team.

9 Team Selection

Wycombe House colts play in the Middlesex (west) leagues and the club operates a "pick to win" selection policy. This means that coaches will normally select the best team available – rather than trying to rotate team selection to give everyone a match. Clearly, with in excess of 50 registered colts in this age group, not everyone can be selected. Children should not be too disappointed and should continue to work on their game. Training sessions do often have a game at the end so that everyone gets experience of competitive play.

Coaches will endeavour to select teams at least 3 days before the match and will notify the parents of selected children by text, email or by speaking to them. If parents / guardians have not been notified 2 days prior to a match, they can assume that, on this occasion, their child has not been selected. There is no need for them to contact the coach to confirm this. There will be occasions when the coach cannot select a team this far in advance – but they will deal with this and make contact with the relevant parents.

10 Cricket Ethos – the Spirit of Cricket

Cricket is a game that owes much of its unique appeal to the fact that it should be played not only within its Laws but also within the Spirit of the Game. Any action which is seen to abuse this spirit causes injury to the game itself. The major responsibility for ensuring the spirit of fair play rests with the captains.

1. There are two Laws which place responsibility for the team's conduct firmly on the captain.
 - a. Responsibility of captains - the captains are responsible at all times for ensuring that play is conducted within the Spirit of the Game as well as within the Laws.
 - b. Player's conduct - in the event of a player failing to comply with instructions by an umpire, or criticising by word or action the decision of an umpire, or showing dissent, or generally behaving in a manner which might bring the game into disrepute, the umpire concerned shall in the first place report the matter to the other umpire and to the player's captain, and instruct the latter to take action.
2. Fair and unfair play - according to the Laws the umpires are the sole judges of fair and unfair play. The umpires may intervene at any time and it is the responsibility of the captain to take action where required.
3. The umpires are authorised to intervene in cases of:
 - a. Time wasting
 - b. Damaging the pitch
 - c. Dangerous or unfair bowling
 - d. Tampering with the ball
 - e. Any other action that they consider to be unfair
4. The Spirit of the Game involves RESPECT for:
 - a. Your opponents
 - b. Your own captain
 - c. The roles of the umpires
 - d. The game's traditional values
5. It is against the Spirit of the Game:
 - a. To dispute an umpire's decision by word, action or gesture
 - b. To direct abusive language towards an opponent or umpire
 - c. To indulge in cheating or any sharp practice, for instance:
 - i. to appeal knowing that the batsman is not out
 - ii. to advance towards an umpire in an aggressive manner when appealing
 - iii. to seek to distract an opponent either verbally or by harassment with persistent clapping or unnecessary noise under the guise of enthusiasm and motivation of one's own side
6. Violence - There is no place for any act of violence on the field of play.
7. Players - Captains and umpires together set the tone for the conduct of a cricket match. Every player is expected to make an important contribution towards this.



Section B - Reporting a Concern

If you see or hear anything you would like to report to a representative of the club, please seek assistance from any of the following Club Officials:

Role	Name	Phone
Hon. Cricket Secretary	Denis Gilgallon	07956 543055
Colts Manager	Indrabir Singh Gill	07971 829546
Welfare Officers	Mrs Penny Mann	020 8568 3778
	Mrs Jules Cullen	07768 804609
Squad Managers	Richard Cullen (U10)	07790 903320
	Andy Freeman (U11)	07747 898110
	Indrabir Singh Gill (U13)	07971 829546
	Jeremy Taylor (U14)	07774 277267
	Amarjit Sandhu (U15 & U17)	07808 053264
Other Coaches	Prashant Patel	07917091781
	Ron Marsh	07807 669048

It is club policy that any welfare related concerns reported or issues identified will be dealt with, by the Club Welfare Officer, in accordance with the EBC Safe Hands Policy best practice: <http://www.ecb.co.uk/ecb/safeguarding-children-and-child-protection/>.