

IOMCCGBA Bowls Charter

You may have heard a lot about the new IOMCCGBA charter and you probably have some questions. Hopefully this document will answer them and give you the rationale behind why it is needed and the benefits for your club.

Why do we need a charter?

As we try and develop our sport by bringing people from all walks of life into the game we need to be in a better position or at least on a level playing field with other sports, as we are in competition with them for new recruits.

We need our clubs to be equipped to facilitate the needs of new players and to show that our clubs are organised and well run, and achieving charter status will allow your club to evidence this.

The BCGBA recognises the Sport England Clubmark programme, but as we have enhanced support from MSR and are in a unique position on the Isle of Man the IOMCCGBA have developed their own, which is fit for purpose and tailored to our exact wants and needs.

What would achieving charter status do for my club?

Achieving charter status would not just make your club more attractive to potential new members but ensure that legally you are equipped for members from all walks of life including junior members and vulnerable adults. This will make your club truly all inclusive.

What do we get for achieving charter status?

When your club achieves charter status you will receive a certificate, relevant to the level achieved, (valid for 3 years) with the option to purchase a plaque to display in your clubhouse at a small additional cost.

We are looking to develop a new section of the website focused on development and bringing players into the game, and only charter standard clubs will be able to have their details displayed in this section – as it is a recommendation and endorsement from the association to show that your club is in good health and equipped for any new members.

When you achieve basic charter standard you will be eligible to receive the following equipment on loan from the IOMCCGBA for use at your club:-

- 8 x Bowls
- 4 x Jacks
- 4 x Mats

This equipment is on permanent loan, as long as charter status is maintained, and must be made available for national IOMCCGBA events if requested.

We are looking at possible incentives and rewards for achieving higher charter levels, however the potential for growth and structure that they bring should be reward in itself.

There are 3 levels of charter standard, what does this mean?

The three different levels show how far along the charter path your club is, with the higher levels evidencing that your club is more focussed on its development and that of new members.

The three levels are:-

- Charter Club – primary level
- Development Club – intermediate level
- Community Club – the highest level attainable.

Becoming a charter club is a real achievement and some clubs may not need to aspire for higher levels, however for clubs that do it will show that they really are community and development focussed.

All levels are the charter are valid for 3 years, after which time they must reapply to maintain or increase it. You can choose to apply for a higher level at any time and do not have to wait 3 years to do so.

The IOMCCGBA reserve the right to audit charter clubs annually, where they must be able to evidence that they are still achieving or exceeding everything stated in their initial application.

How do we apply for charter status?

There are relevant application forms for each charter level in this pack and these are also available online at iombowls.com or from the secretary of the IOMCCGBA.

The completed application form along with the associated documentation should be sent to the secretary of the association so that it can be processed.

We will contact you if we have any outstanding requirements and work with your club to help you achieve the aspired charter level.

If you require a meeting with the association development officer prior to completing an application this can be arranged and please contact him at development@iombowls.com to arrange this.

There are requirements for coaches and new roles in the club, what are they?

There are standard requirements for charter level clubs to ensure there is consistency. All entry level clubs are required to have a level 1 coach, CWO (Club Welfare Officer), first aid provisions (including at least one qualified first aider) and a Volunteer Coordinator.

Role profiles for the CWO and volunteers are included in this pack. Some of the higher levels have additional role requirements and sample role profiles for these are available on request.

There are courses associated with becoming a coach, first aider, and CWO and these will be organised and paid for by the IOMCCGBA.

Additional sessions to qualify level 1 coach's will be arranged once the need has been identified.

If you have any questions on these positions please send them to development@iombowls.com

What are the first aid requirements?

We require each club to have at least a basic first aid kit and someone qualified to administer first aid.

There would be an expectation that a first aider would be present at any:-

- Club organised development days
- Sessions involving children
- Sessions involving vulnerable adults

There is no requirement for a first aider to be present at all league matches.

Some clubs already have defibrillators and first aiders should be trained to use this. We are hoping to provide them to the remaining clubs in due course and full training on the use of them will be available.

You require us to write various codes of conduct for our members?

We require your club to adhere to different codes of conduct, dependent on the capacity of the member within the club.

We have written our own IOMCCGBA codes to make the easier for you; however you can enhance them and make them specific to your club by writing your own. Copies of these codes of conduct are included.

These need to be given to all members and parents and they cover:-

- Young players (under 18)
- Adult Players
- Spectators & Parents/Carers
- Coaches & Club Officials

These are in place to ensure behaviour in the club is inductive to development and that it is monitored.

You require other documents, why?

In order to achieve charter standard you need to evidence that your club is stable, solvent and ready for new members. We need to know it is a well run club.

This is why we request copies of:-

- Club Rules – to ensure club is well run
- Public Liability Insurance – to ensure member are covered in the event of accident
- Club accounts – to ensure the club is solvent and not a financial risk for new members

What if I have any other questions?

If you have any outstanding questions please direct the to development@iombowls.com

Adult Players – Code of Conduct

We all have a responsibility to promote high standards of behaviour in the game.

As a player, you have a big part to play. That's why The IOMCCGBA is asking every player to follow a Code of Conduct.

When playing Crown Green Bowls, I will:

- Adhere to the Laws of the Game
- Display and promote high standards of behaviour
- Always respect decisions made by officials
- Never engage in public criticism of the sports officials
- Never engage in offensive, insulting or abusive language or behaviour
- Never engage in bullying, intimidation or harassments

Speak to opponents and officials with respect

Remember we all make mistakes

- Win or lose with respect, shaking hands with my opponent before and after every game

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, or the IOMCCGBA:

I may:

- Be required to apologise to other participants, coaches or officials
- Receive a formal warning from the coach or the club committee
- Be dropped from the team
- Be suspended from club competitions/sessions
- Be required to leave the club.

In addition:

- The IOMCCGBA could impose a fine and/suspension from the sport

Young Players – Code of Conduct

We all have a responsibility to promote high standards of behaviour in the game.

As a player, you have a big part to play. That's why The IOMCCGBA is asking every player to follow a Code of Conduct.

When playing Crown Green Bowls, I will:

- Always play to the best of my ability
- Play fairly – I won't cheat, complain, or waste time
- Respect all participants, coaches and officials
- Play by the rules, and abide by decisions made by coaches or officials
- Shake hands with my opponents before and at the end of each game
- Listen and respond to what my coach tells me
- Talk to someone I trust or the club welfare officer if I'm unhappy about anything at my club

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, or the IOMCCGBA:

I may:

- Be required to apologise to other participants, coaches or officials
- Receive a formal warning from the coach or the club committee
- Not be allowed to play in matches or competitions
- Be suspended from coaching sessions
- Be required to leave the club.

In addition:

- My club or the IOMCCGBA may make my parent or carer aware of any infringements of the Code of Conduct

Spectators and Parents/Carers – Code of Conduct

We all have a responsibility to promote high standards of behaviour in the game.

Remember children's sport is a time for them to develop their technical, physical, tactical and social skills. Winning isn't everything.

Play your part and observe the IOMCCGBA Code of Conduct for Spectators and Parents/Carers at all times.

I will:

- Remember that children play for FUN
- Applaud effort and good play as well as success
- Always respect the coaches and officials' decisions
- Remain off the green and within the Designated Spectators' Area (where provided)
- Let the coach do their job and not confuse the players by telling them what to do
- Encourage the players to respect the opposition, coaches and officials
- Avoid criticising a player for making a mistake – mistakes are part of learning
- Never engage in, or tolerate, offensive insulting, or abusive language or behaviour.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, or the IOMCCGBA:

I may be:

- Issued with a verbal warning from a club or official
- Required to meet with the club or IOMCCGBA Welfare Officer
- Required to meet with the club committee
- Obligated to leave the bowling green
- Requested by the club not to attend future games
- Suspended or have my club membership removed
- Required to leave the club along with any dependents.

In addition:

- The IOMCCGBA could impose a fine and/or suspension on the club

Coaches & Club Officials – Code of Conduct

We all have a responsibility to promote high standards of behaviour in the game.

Play your part and observe the IOMCCGBA Code of Conduct for Coaches & Club Officials at all times.

On and Off the Green, I will:

- Show respect to others involved in the sport including officials, opposition players, coaches, managers and spectators
- Adhere to the rules and spirit of the game
- Promote Fair Play and high standards of behaviour
- Always respect any official's decision
- Never go on to the green when not appropriate
- Never engage in public criticism of officials
- Never engage in, or tolerate, offensive, insulting or abusive language or behaviour.

When working with players, I will:

- Place the well-being, safety and enjoyment of each player above everything, including winning
- Explain exactly what I expect of players and what they can expect from me
- Ensure all parents/carers of all players under the age of 18 understand these expectations
- Never engage in or tolerate any form of bullying
- Develop mutual trust and respect with every player to build their self-esteem
- Encourage each player to accept responsibility for their own behaviour and performance
- Ensure all activities I organise are appropriate for the players' ability level, age and maturity
- Co-operate fully with others in bowls

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, or the IOMCCGBA:

I may be:

- Issued with a verbal warning from a club or official
- Required to meet with the club or IOMCCGBA Welfare Officer
- Required to meet with the club committee
- Monitored by another coach
- Required to attend a club disciplinary hearing
- Be sacked by his club

In addition:

- The IOMCCGBA could impose a fine and/or suspension on the club
- My coaching qualification could be withdrawn

SAMPLE JOB DESCRIPTION CHILD/PLAYER WELFARE OFFICER

Job Title: Player Welfare Officer

Responsible to: Club Committee

Skills and Attributes Required:

- Approachable with friendly manner
- Good Listener
- Well organised
- Motivated
- Prepared to pass on concerns to professional agencies when necessary.
- Observant

Main Duties:

- Be aware of the local statutory child protection network, including the contact details for the local Police and Children's Social Care Services, the role of the Local Safeguarding Children's Board (LSCB) and the awareness of local inter-agency child protection procedures.
- Understand the BCCBA Safeguarding and Protecting Young People Policies and Procedures and be committed to promoting the welfare of children and their continued enjoyment and participation within bowls.
- Have an awareness of equity issues, safeguarding and child protection.
- Have an understanding of poor practice and abuse – behavior that is harmful to children or has a potentially negative impact upon their welfare and enjoyment of bowls.
- Be well known in the club and have a strong child focus. Be accessible to and approachable for children and young people but should ideally not be the coach or volunteer with direct responsibility for coordinating or delivering the junior programmes at the club. They should be a member of the Club.
- Have undertaken the MSR Safeguarding and Protecting Children workshop or an equivalent recognised direct delivery training course within the past three years. They must also be committed to receive further training as necessary and directed by the BCGBA Child Protection Officer.

Time Commitment: _____

SIGNATURES

Chairperson

Date

Secretary

Date

SAMPLE JOB DESCRIPTION CLUB VOLUNTEER COORDINATOR

Job Title: Player Welfare Officer

Responsible to: Club Committee

Skills and Attributes Required:

- Be a good role model
- Be a supportive person
- A good communicator
- Able to delegate volunteering responsibility
- Able to recruit people to be involved
- Organisation skills

Main Duties:

1. Be the main point of contact for volunteering and volunteers with the club.
2. Identify the volunteering needs of your club.
3. Recruit new volunteers
4. Screen new volunteers
5. Ensure that volunteers receive feedback and support
6. Ensure that the club has a system to recognise and reward volunteer contribution
7. Link to local volunteering schemes (where applicable)

Time Commitment: _____

SIGNATURES

Chairperson

Date

Secretary

Date