

Anti-Bullying Policy for Hardingham Cricket Club - Statement of intent

We are committed to providing a caring, friendly and safe environment for all of our children so they can train, and play, in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our club. If bullying does occur, all children should be able to tell, and know, incidents will be dealt with promptly and effectively. We are a TELLING club. This means anyone who knows bullying is happening is expected to tell someone who can do something about it.

What is bullying? Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying can take many forms :

- Emotional: being unfriendly, excluding, tormenting (for example: hiding kit, or making threatening gestures)
- Physical: pushing, kicking, hitting, punching or any use of violence
- Racist: racial taunts, graffiti and/or gestures
- Sexual: unwanted physical contact or sexually abusive comments
- Homophobic: because of, or focusing on, the issue of sexuality
- Verbal: name-calling, sarcasm, spreading rumours and teasing
- Cyber: bullying behaviour online or via electronic communication (email and text, social media etc) Misuse of associated technology, such as camera and video facilities

Why is it important to respond to bullying? Bullying hurts. No one should be a victim of bullying. Everyone has the right to be treated with respect. Children who are bullying also need to learn different ways of behaving. Cricket clubs have a responsibility to respond promptly, and effectively, to issues of bullying. Objectives of this policy:

- All adults and children at the club should have an understanding of what bullying is
- All officials, coaching and non-coaching staff should know what the club policy is on bullying, and follow it when bullying is reported
- All children and parents should know what the club policy is on bullying, and what they should do if bullying arises
- As a club, we take bullying seriously. Children and parents should be assured they will be supported when bullying is reported
- Bullying will not be tolerated

Procedures:

- Report bullying incidents to the Club Welfare Officer
- In cases of serious bullying, the incidents will be reported to the ECB Safeguarding Team for advice via the County Welfare Officer
- Parents should be informed and invited to a meeting to discuss the problem
- If necessary, and appropriate, police will be consulted
- The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
- An attempt will be made to help the bully (bullies) change their behaviour
- In cases of adults reported to be bullying cricketers under 18, the ECB must always be informed and will advise on action to be taken.

Hardingham Cricket Club Policy on use of Changing Rooms and Showering Facilities

Hardingham Cricket Club are adopting the ECB best practice principles in respect of the use of changing facilities with adults and children (Under 18s). These state 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 Open Age teams, they, and their parents, must be informed of the club's policy on changing arrangements
- 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. Suggest instead that they may change and shower at home.

Photography and Video Camera Policy for Junior Cricketers

This policy has been devised in accordance with and by reference to 'ECB Photography and Video Camera Guidelines'

- Photographs or images of children will not be taken at matches or training without the prior permission of the parent / carer / legal guardian of the children. This permission can be given by proxy by the coach of each team only after parental consent for this has been granted following the completion of the membership form.
- Children must be informed that a person will be taking photographs. If the children have any concerns they should tell the coach or team manager.
- Concerns regarding inappropriate or intrusive photography should be reported to the Club's Child Welfare Officer and recorded in the same manner as any other child protection concern.
- Video or picture images must not be taken in changing or showering areas.

The following guidelines apply to the publishing of images, for example on the Hardingham Cricket Club website, in the media or in handbooks.

- Permission must be granted by both the junior cricketer and his/her parent / carer / legal guardian prior to the use of any image.
- If the event of a junior cricketer being named their image will not be directly identifiable.
- All published images will only show junior cricketers in appropriate training or playing kit or at 'End of Season Presentation Events'. The following guidelines apply to the use of video as a coaching aid: Occasionally coaches may use video equipment as a legitimate coaching aid. However, junior cricketers and parent / carer / legal guardian should be aware that this is part of the overall coaching program and that care is taken in the storing of such films.
- Permission for video analysis must be granted by both the junior cricketer and his/ her

- parent/carer prior to the use of any recording.
- Video analysis will only be used when junior cricketers are wearing appropriate training or playing kit in practice or match situations.

It is understood by the parent/carer/legal guardian of any junior member that by completing section 8 (Club Photography/Video Consent) of the Membership Form that the parent/carer/legal guardian is aware of this policy and has given/declined consent on such form.

ECB Guidance on the use of Social Media, texts and email

Everyone in cricket is reminded that the Relevant Codes of Conduct apply online and in text and email communications, just as they do in the 'real world.' Many cricket clubs have formally adopted this expectation into their constitution and / or disciplinary processes.

Social Media

Social Media, when used properly, is exciting and opens up a lot of opportunities, but at times it can seem strange and even intimidating for people who did not 'grow up' with it. Facebook, Twitter, texting, Blackberry messenger WhatsApp, Snapchat, online gaming and personal emails are everywhere. By following some simple guidelines potential pitfalls can be avoided, and Social Media can be safely used as a promotional tool and a means of communication for the club.

Club Officials / Coaches / Managers

Facebook and Twitter accounts are great for promoting your club and cricket in general, as well as being a fun way to unwind and stay in touch with friends: it is essential to keep these two worlds separate. You should have separate cricket-club related and personal pages; all contact with players should be through the former, and strictly in relation to training, coaching, matches and cricket related activity. You should also adjust the privacy settings for your personal account so that content is only visible to accepted 'friends'. This will keep younger players safe from material that may be unsuitable for them, and will reduce the risk of your online interactions from being viewed with suspicion. Although younger players may see you as a friend, and may request to be your 'friend' on a social media site, you should direct them to the cricket- club related page and keep all contact professional. What they might consider innocent, friendly contact may not be seen as such by their parents, people at the club and others. It is also important to be mindful of any content you post online via the cricket-club related page; remember: You are representing the club. Your communications should conform to 'Safe Hands' policy and guidance. Ensure that nothing you post could cause personal distress or be seen as inappropriate for children. If you wouldn't put it on the club notice board, it doesn't belong on the club's social media pages. You should have consent before posting any personal information online – this includes photographs where an individual can be identified. Remember the picture/no name guidance for under 18s. If you are in charge of a social media page for your club, league, panel etc., further guidance has been provided by the Child Protection in Sport Unit ([CPSU](#))

Texts and emails: contacting Under 18 players

The Children Act defines a person under 18 years as a child. You should make arrangements for under 18s via their parents or carers; this includes text, WhatsApp and email messages. It is understood that in the case of over 16's this may not be ideal for yourself or the parents. An acceptable exception to this rule is to text or email the parent and to copy in the 16 or 17 year old, with the parent's prior consent. This means the parent is able to monitor communications, but the 16 or 17 year old receives the information directly. If you receive any responses that appear inappropriate they should be brought to the attention of the parent or carer. You should not engage in individual text or email conversations with a 16 or 17 year old without their parent receiving the same messages from you. All contact with children should be in relation to coaching, matches and cricket-related activity.

Social Media: Do's and Dont's

- **Coaches / Managers / Clubs DO**

Have separate social media accounts for cricket-club related and personal use. Keep your photos and personal information private. Apply the Codes of Conduct and appropriate professionalism to your behaviour online, by text and email. Obtain consent before posting any personal information online – this includes photographs where an individual can be identified. Remember the picture/no name guidance for under 18s

- **Coaches / Managers / Clubs DO NOT**

Send text messages to juniors – always make arrangements via their parents (see advice above). Send private messages to children and young people via social media. Invite or accept children and young people to become “friends”. Send inappropriate text messages or post messages on social media that are offensive, nasty or derogatory in any way

- **Adult players in Open Age teams**

Please be mindful of who may have access to material you share via social media, including Facebook, twitter and other platforms.

- **No hate speech or bullying**

Make sure everyone feels safe. Bullying of any kind isn't allowed, and degrading comments about things such as race, religion, culture, sexual orientation, gender or identity will not be tolerated.

- **Be kind and courteous**

We're all in this together to create a welcoming environment, Let's treat everyone with respect. Healthy debates are natural, but kindness is required.

- **Respect everyone's privacy**

Being part of our social media groups requires mutual trust. Authentic, expressive discussions make groups great, but may also be sensitive and private. What's shared in the group should stay in the group

If you have concerns regarding social media, texts and emails or If you suspect that someone is using social media in an unsafe or inappropriate manner, you should report their behaviour to your Club Welfare Officer

Hardingham Cricket Club Transport Policy

Hardingham Cricket Club is not responsible for the safe delivery and collection of children for matches or training; this is the responsibility of parents / carers.

It is not the responsibility of the coach or team manager to transport, or arrange to transport, the children to and from the club or match.

This policy also applies to children playing for open age teams.

Procedures for Managing Children Away from the Club

Hardingham Cricket Club will ensure that when children are playing cricket away from the club (or making cricket related trips) that:

- A coach, a team manager, or other responsible official will coordinate arrangements.
- That there will be proper communication about the relevant details including: when, where, any meeting points and similar.
- Kit and equipment requirements will be made clear.
- Details of any costs are made clear.
- Any details or requirements for food and drink are made clear.

Missing Children Policy

Hardingham Cricket Club recognises the need to provide some guidelines about the action that a coach, team manager or other responsible official should take in the unlikely event that a child goes missing.

Coaches, team managers or other responsible officials should:

- Ensure other children in your care are looked after appropriately while you organise a search for the child concerned
- Inform the child's parents
- Organise all available responsible adults by areas to be searched.
- Send searchers immediately to any exits to the venue to ensure the child has not left, and to any obvious potential danger spots such as nearby lakes or rivers.
- If the search is unsuccessful you should then contact the police, this should happen no later than 20 minutes after the child's disappearance is noted
- Follow police guidance and instructions
- All missing child incidents MUST BE notified at the very earliest opportunity to the Club Welfare Officer, who will immediately notify the County Welfare Officer, and they must then notify the ECB Safeguarding Team

Health and Safety and Open Age Matches

Hardingham Cricket Club is committed to health and safety including adherence to ECB policies / guidance and, in particular:

- Helmets with a faceguard or grille should be worn when batting against a hard cricket ball in matches and in practice sessions.
- Wicket keepers should wear a helmet with a faceguard, or a wicketkeeper face protector, when standing up to the stumps.
- No young player in the Under 15 age group, or younger, shall be allowed to field closer than 8 yards (7.3 metres) from the middle stump, except behind the wicket on the off side. This distance applies even if the player is wearing a helmet
- For players in the Under 13 age group, and below, the distance is 11 yards (10 metres). This distance applies even if the player is wearing a helmet.
- Any young player in the Under 16 to Under 18 age groups, who has not reached the age of 18, must wear a helmet and, for boys, an abdominal protector (box) when fielding within 6 yards (5.5 metres) of the bat, except behind the wicket on the off side
- The number of overs young fast bowlers can bowl
- District and club players who are not in a county or area squad must wait until they reach the U13 age group, be in Year 8 and be 12 years old on 1st September of the

preceding year before being able to play in any open age group cricket.

- Regular intervals for drinks
- When unclear we follow and adhere to the ECB guidelines on juniors playing in Open Age Matches.