

Supervision of and Communication with Young People



Photograph: www.hockeyweb.co.uk

Supervision

Principles that underpin good practice for supervision of young people are as follows:

- ▶ It is the responsibility of those commissioning, planning or providing sessions/activities to ensure that those running the activity are suitable to do so. For example:
 - ▷ they have undertaken an appropriate recruitment and selection process, including a recent enhanced level CRB check
 - ▷ they have insurance appropriate to the activity
 - ▷ they have adopted England Hockey's Code of Ethics and Behaviour
 - ▷ they have an appropriate qualification for the activity
 - ▷ they understand their responsibility to safeguard children
- ▶ Leadership, coaching and officiating awards create opportunities for young people to develop their coaching or technical skills and sense of responsibility. However, this should not result in these young people being given full or lead responsibility for managing groups of children. Under 18 coaches or officials should only supplement those appropriate adults with responsibility for supervising the activity. The organisation's duty of care and Safeguarding and Protecting Young People policy extend to all under 18s, whether they are participants, coaches or officials.
- ▶ Whatever the recommended ratio of adults to participants is, a minimum of two adults should be present. This ensures at

least basic cover in the event of something impacting on the availability of one of the adults during the activity (in the event of a participant requiring the attention of an adult during the activity following an accident for example).

- ▶ In the planning of all activities, and regardless of any other assessments that may be required (for example of equipment or for Health and Safety purposes), a risk assessment should be undertaken which specifically informs decision-making about appropriate supervision levels.
- ▶ Key factors to assess include:
 - ▷ age of children
 - ▷ additional supervision/support needs of some or all participants (for example due to disability)
 - ▷ competence/experience of participants for the specific activity
 - ▷ nature of activity
 - ▷ nature of venue (whether closed and exclusive, or open and accessible to members of the public).

Recommended minimum supervision ratios:

Children under 8 years old:

Based on government guidance for the provision of out of care childcare for children under 8 years old (Out of School Care: Guidance to the National Standards, OFSTED 2001)

- ▶ One adult to eight young people (with a minimum two adults)

Children over 8 years old:

- ▶ One adult to 12 young people (with a minimum of two adults)



All clubs should have First Aid provision by ensuring:

- ▶ there is a qualified First Aider on site
- ▶ first aid boxes are up to date and accessible
- ▶ there is access to a phone to contact the emergency services if required

The Child Protection in Sport Unit has produced a briefing paper on Electronic Communication, see www.thecpsu.org.uk

Communication

When communicating with young people it is recommended that you:

- ▶ contact players only when necessary
- ▶ if players need to be contacted urgently i.e. a change in training arrangement, set up a grapevine system
- ▶ copy parents into written communication (i.e. letters or e-mails)
- ▶ speak with a player and their parents if there is a need to communicate information in relation to playing, training or competition
- ▶ clearly state the club's policy on communication with players and parents

You should avoid:

- ▶ contacting a young person unnecessarily
- ▶ contacting young people by phone, text or e-mail. This should never be undertaken without parental consent
- ▶ e-mailing young people directly as individuals (can be done as part of a disclosed list, once permission is gained to do so)
- ▶ using text as a medium of contact with a young person
- ▶ making or receiving calls on a mobile phone during training or at competition (coach). It is inappropriate to compromise the safety of a session
- ▶ e-mailing one young person without copying in parents, other players or club members

