

12. PARENTS IN PLACE OF A COACH

GUIDANCE FOR PARENTS ACTING IN PLACE OF THE COACH

The RCCC appreciate that clubs could not operate without the goodwill of volunteers and parents ensuring that children are enter and attend competitions. At these events a parent/volunteer who is not the coach often finds themselves in the organising/management role - which for all intents and purposes is where a parent/volunteer acts in place of the coach at that event.

There is a need to ensure that consideration and support is provided to the parent/volunteer acting in this capacity.

The RCCC encourage parents/volunteers not to be the only adult in attendance/charge at a competition but to work in a pair.

Parents/volunteers who take junior curlers (U18) to events will have arrangements set up in 2 ways:

- At the request and arrangement of the club
- As an agreement between parents

Arrangements at request of the club

If the club/coach/team manger etc make the arrangements eg approach a parent to take a team to the event, arrange to transport, supervise when there, it is seen as a CLUB ORGANISED activity and the club should put in place all normal process and procedures for attendance at a junior competition such as permission forms, checking PVG of volunteers, transport protocol etc (**see toolbox contents on page 15 for further information**) and provide copies of this information to the parent/volunteer taking the team. If it is a club organised activity the club become liable in the event that something goes wrong if correct procedures haven't been followed. If it is a privet arrangement among parents then liability sits with the parents.

Arrangements among parents

Where parents agree among themselves for a group of junior (under 18) curlers to attend/enter an event and for a parent(s) to take the group this is a private arrangement between them. As such all planning, consent/permissions as well as any child protection/welfare provisions are the responsibility of the group of parents making the arrangements and ultimately the parent(s) who lead on the day.

Guidance for Parents in Place of the Coach

If a parent is taking a group to an event/compititon organised by the club then they should be fully briefed and given all the required information. The check list below is intended to be used as a guide for parents who are taking a group of players to an event as part of a privet arrangement among parents, outside of organised club activity; however for parents acting on behalf of the club referring to this check list may also be helpful.

CHECK LIST FOR ATTENDANCE AT MATCHES/EVENTS

Before The Event/Match

- Confirm event/match time and location
- Review the event/match schedule
- Review rules of the match/event and codes of conduct for players and parents (**toolbox section 15**)
- Communicate the above with players and their parents/guardians
- Confirm emergency contact information for all players – mobile and home phones. It is recommended that you take more than one contact per player
- Confirm permissions – while most parents make verbal arrangements it is recommended that this is in writing and can either be by taking copies of the club permission and medical information forms (**toolbox section 21 and 22**) or ask each parent to email the following information:
 - 2 x emergency contact details
 - Any relevant medical information
 - A short sentence confirming that you have permission to transport the young person, their participation in the event, ability to agree to emergency medical procedures on their behalf and consent for photo/videos to be taken at the event

At the event/match

- Register the team
- Sign to confirm photo permission is granted on behalf of the team
- Double check the event/match schedule
- Review rules of the match/event and codes of conduct for players and parents – ask any questions you have about these at registration to the event organiser
- Supervise the team during the event, the adult in charge is expected to ensure the players behave in a suitable manner both on and off ice while at the venue
- If an emergency occurs, ensure the welfare of the hurt player by taking them to the event or venue first aid or calling an ambulance if required. Then contact their emergency contact and make arrangements with the players parent/guardian

After the event/match

- Ensure all players are collected or dropped off as per agreed instructions – see toolbox section 7 'Late collections' and section 10 'Transporting children' for advice
- Report the scores and any incidents/accidents/injuries to the club