

HEALTH & SAFETY POLICY:

Health and safety policy statement.

Barnsley YBC is strongly committed to encouraging its health and safety and well-being policy for each member within the club. The safety of our members and committee is paramount as a club, therefore we would kindly expect all our club members including parents to participate and adhere to the boundaries set out within this policy.

HEALTH AND SAFETY POLICY:

To support our Health and Safety policy statement we are committed to the following duties.

1. To undertake regular recorded risk assessments of the club premises and all activities undertaken by the club.
2. To create a safe environment by putting health and safety measures in place as identified by the assessment.
3. To ensure that all members are given the appropriate level of training and by regularly assessing individual ability depending on age, maturity, and development.
4. To ensure that all members are aware of, understand and follow the club's health and safety policy.
5. An Appointed club member will assist with health and safety responsibilities.
6. To ensure that normal operating procedures and emergency operating procedures are in place and known by all its club members including parents.
7. To provide access to adequate first aid facilities i.e.: phone and qualified first aiders at all times.
8. To report any injuries or accidents sustained during any club activity or whilst on the club premises these will be logged into the club's incident/accident book.
9. To ensure that the implementation of this policy is reviewed regularly and monitored for effectiveness.

AS A CLUB MEMBER YOU HAVE A DUTY TO:

Take reasonable care of your own health and safety and that of others around you.

Co-operate with the club on health and safety issues and report any known or seen issues.

Correctly use all equipment provided by the club.

Do not interfere with or misuse anything provided for your health, safety, or welfare.

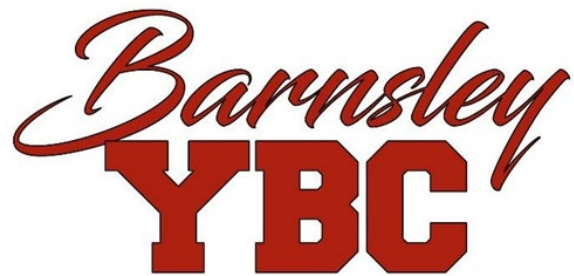
CLUB'S HEALTH AND SAFETY OFFICER: Michael Brown

FIRST AID BOX LOCATION: Behind the arcade machine on the table

LOCATION OF PHONES & MOBILES: Each official and coach holds a mobile phone. There are static phones available at reception and in the centre offices.

THE CLUB'S QUALIFIED FIRST AIDERS

1: Chrissy Ferguson 2: Tyler Tansley



MONITORING AND REVIEW OF THE CLUB'S CODE OF CONDUCT & HEALTH & SAFETY POLICY:

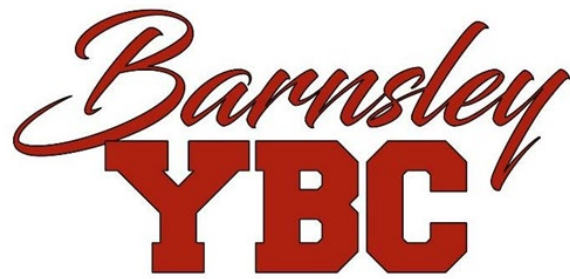
Monitoring:

1. The code of conduct will be reviewed a year after development and then every year after, or in the following circumstances:
2. following circumstances.
3. Changes in legislation and/or government guidance.
4. As required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils and BTBA.
5. As a result of any other significant change or event.

This code of conduct is approved by the BTBA and is for use with any Youth Bowling Club Registered Youth Bowling England.

Readers can also refer to the Guide to Dealing with Allegations Made Against Another Child (What to do if You Have Child Protection Concerns)

Adapted from the template provided by the NSPCC Child Protection in Sport Unit (CPSU)



EQUALITY POLICY:

Barnsley YBC respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality, or social/economic status.

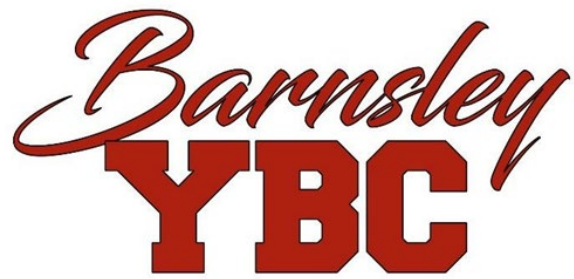
Barnsley YBC is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity.

Sports equity is about fairness in sports, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure that it becomes equally accessible to all members of society, whatever their age, ability, gender, race, ethnicity, sexuality, or socio-economic status.

Barnsley YBC is committed to everyone having the right to enjoy their sport in an environment free from the threat of discrimination, intimidation, harassment, and abuse.

All Club members have a responsibility to challenge discriminatory behaviour and promote equality of opportunity.

Barnsley YBC will deal with any incidence of discriminatory behaviour seriously and by our disciplinary procedures.



SOCIAL MEDIA POLICY:

Social media (including personal and professional websites, blogs, chat rooms and bulletin boards; social networks, such as Facebook, Instagram, LinkedIn, and Twitter; video-sharing sites such as YouTube; and e-mail) are a common means of communication and self-expression.

Volunteers, members, bowlers, and the parents/guardians of bowlers must make informed decisions about how they use the internet, mobile phone, and email communications to protect our club and our club membership.

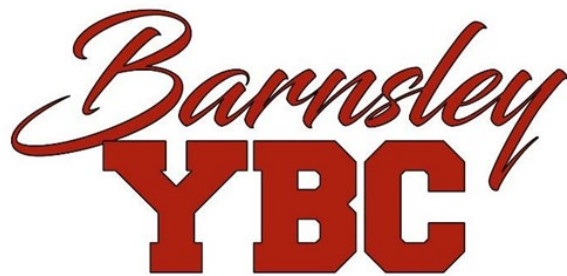
It is the responsibility of all members when acting in the capacity of Barnsley YBC to:

1. Refrain from publishing comments about other clubs, players, or officials and any controversial or potentially inflammatory subjects about the sport.
2. Avoid hostile or harassing communications in any posts or other online communications. Harassment is any offensive conduct based on a person's race, sex, gender identity, national origin, colour, disability, age sexual orientation, veteran status, marital status, religion, or any other status protected by law.

Barnsley YBC should identify all copyrighted or borrowed material with citations and links. When publishing direct paraphrased quotes, thoughts, ideas, photos, or videos, give credit to the original publisher or author.

The club's social media Officer will be responsible for reviewing online posts and any responses to online posts about the club. The social media Officer should resolve any online material that may raise concerns about the club or membership.

If a blogger or any other online participant posts an inaccurate or negative comment about Barnsley YBC or anyone associated with the club, do not reply but seek advice from the social media Officer or bring it to the immediate attention of any member of the Barnsley YBC committee.



ANTI-BULLYING POLICY:

1. Barnsley YBC and the British Tenpin Bowling Association recognise that.
2. All forms of bullying will be acted upon.
3. Everybody in the club or organisation has a responsibility to work together to stop bullying.
4. Bullying can occur either face-to-face between individuals or groups or online, using information technology, such as computers or mobile phones.

BULLYING BEHAVIOUR CAN INCLUDE:

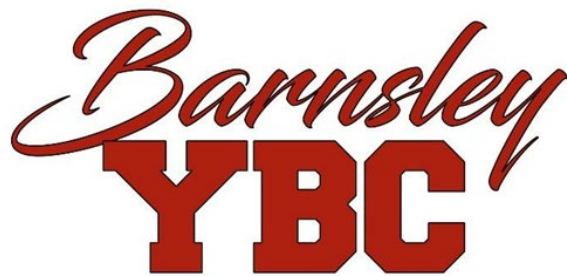
1. Physically pushing, kicking, hitting, pinching etc.
2. Name calling, spreading rumours, persistent teasing and humiliation or the continual ignoring of others.
3. Posting of derogatory or abusive comments, videos, or images on social media.
4. Racial, homophobic, transphobic, or sexist comments, taunts, or gestures.
5. Sexual comments, suggestions, behaviour, physical or sexual assault (although all sexual incidents and all but very minor physical incidents constitute abuse and must be dealt with in accordance with child protection procedures)
6. Unwanted physical contact.
7. Stealing or damaging someone's belongings.
8. Making threats.
9. Forcing someone to do something embarrassing, harmful, or dangerous.

THE PURPOSE OF THIS POLICY IS:

1. To prevent bullying from happening in our organisation, as much as possible.
2. When bullying does happen, make sure it is stopped as soon as possible and that those involved receive the support they need.
3. To provide information to all club members, and children about what we should all do to prevent and deal with bullying.

BARNLSLEY YBC WILL:

1. Recognise our duty of care and responsibility to safeguard all players from harm.
2. To promote and implement the anti-bullying policy in addition to our safeguarding policy and procedures and the Bowler's conduct.
3. To ensure that any bullying or behaviours will not be tolerated or condoned.
4. Require all members of the club/organisation to sign up to the policy i.e., conduct
5. Take action to investigate and respond to any reports of bullying from children and young people.
6. Encourage and facilitate children and young people to play an active part in developing and adopting a code of conduct for behaviour.



DISABILITY INCLUSION POLICY AND STATEMENT:

This policy should be read in conjunction with the Equality Policy, Disciplinary Policy and Child Protection Policies which outline key priorities. However, while these focus on the overarching objectives and aims relating to disability, this policy addresses some of the specific operational aspects for members and staff and aims to provide a guide for all.

Barnsley YBC along with the BTBA will aim to have, volunteers and its members.

1. Feels that they are respected, and no judgments are made against them.
2. Operating in an environment that enables everyone to give their best and feel valued for their contributions.
3. Will be treated fairly and with utmost respect.
4. Volunteers will be recruited in the spirit of this policy.
5. Selection for employment, promotion, training, or any other benefit will be based on aptitude and ability

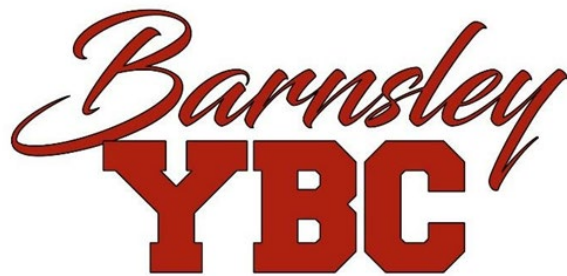
MEMBERS WITH DISABILITIES:

Barnsley YBC welcomes applications from disabled people and those with specific learning difficulties. We encourage existing members to declare a disability or learning difficulty either on joining or any time thereafter so that they can be made aware of the support that is available to fully experience the sport.

Information provided to the BTBA is held in confidence, it is only shared with staff or the Council with the member's written permission (please see point 6. Confidentiality)

CONFIDENTIALITY:

All information given to the BTBA by disabled members will be treated with respect and confidence and by The Data Protection Act of 1998. A disabled member may volunteer a disability and ask that the information be kept confidential. The responsibility of the staff member informed is to ensure that the disabled person is aware that this is likely to influence any reasonable adjustments which may be required and to document this.



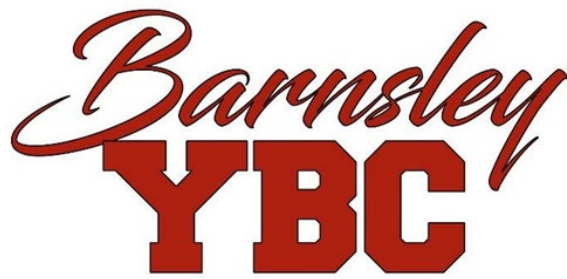
COMPLAINTS POLICY AND PROCEDURES

What is a complaint:

1. A complaint is a statement from someone that he/she is not happy about the service provided to him/her by the Barnsley YBC or even about a member of the Barnsley YBC committee.
2. The behaviour of a Barnsley YBC member, but not always including Barnsley YBC members, as (if this relates to any allegations that someone may have harmed a child or to be at risk of doing so, then child protection procedures should be used and followed accordingly and reported immediately to the Barnsley YBC Safeguarding Officer)
3. The behaviour of other children and young people in the group (please note the comment about child protection procedures above)
4. The level of service received.
5. The type of service received.
6. Being refused service altogether.
7. The building or facilities (this will be passed to the relevant authority)
8. Written information.
9. Service received over the telephone (e.g., not being able to get through or being kept waiting)
10. A child, young person or parent who feels that they have been treated unfairly or in a way that is discriminatory by Barnsley YBC.
11. A specific activity or outing.
12. Anything else related to the service provided by Barnsley YBC.
13. This list is not exhaustive.

All complaints should be done in writing and then given to the Barnsley YBC president vice president or secretary to be processed and logged whereby the complaint will be investigated. Barnsley YBC will deal with complaints swiftly and procedures will be followed.

Upon any letters of response back from the Barnsley YBC about an outcome of a decision we will always outline your next stages, and your rights to appeal to the BTBA if you feel that the wrong decision was made following the investigation.



DATA PROTECTION POLICY

Our data protection policy sets out our commitment to protecting personal data and how we will implement this commitment to the collection and use of any personal data.

Barnsley YBC is committed to:

1. Ensuring that we comply with the eight data protection principles, as listed below
2. Meeting our legal obligations as laid down by the Data Protection Act 1998
3. Ensuring that data is collected and used fairly and lawfully
4. Processing personal data will be in order so that we meet our operational needs, or fulfil its legal requirements
5. Taking steps to ensure that personal data is up-to-date and accurate
6. Establishing appropriate retention periods for personal data
7. Ensuring that data subjects' rights can be appropriately exercised
8. Providing adequate security measures to protect personal data
9. Ensuring that a nominated officer is responsible for data protection compliance and provides a point of contact for all data protection issues
10. Ensuring that all club officers are made aware of good practices in data protection
11. Providing adequate training for all staff responsible for personal data
12. Ensuring that everyone handling personal data knows where to find further guidance
13. Ensuring that queries about data protection, internal and external to the organisation, are dealt with effectively and promptly
14. Regularly reviewing data protection procedures and guidelines within the club

Barnsley YBC's Data protection principles are:

1. Personal data shall be processed fairly and lawfully
2. Personal data shall be obtained for one or more specified and lawful purposes and shall not be further processed in any manner incompatible with that purpose or those purposes
3. Personal data shall be adequate, relevant, and not excessive about the purpose or purposes for which they are processed
4. Personal data shall be accurate and, where necessary, kept up to date
5. Personal data processed for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes
6. Personal data shall be processed by the rights of data subjects under the Data Protection Act 1998
7. Appropriate technical and organisational measures shall be taken against unauthorised and unlawful processing of personal data and accidental loss or destruction of, or damage to, personal data
8. Personal data shall not be transferred to a country or territory outside the European Economic Area unless that country or territory ensures an adequate level of protection for the rights and freedoms of data subjects regarding the processing of personal data.