



# COACH

## CODE OF CONDUCT

University of Gloucestershire Students' Union (UoGSU) and  
University of Gloucestershire (UoG)

## **The purpose of this document is to:**

- Establish and maintain standards for sports coaches representing UoGSU and UoG
- Ensure that a high degree of ethical standards comprising of values such as, integrity, support, ambition, honesty, and student focus are practiced.
- Support coaches and committee members to understand their roles and responsibilities within the coaching relationship.

This document is based on the UK **Coaching Code of Practice**.

Coaches play a vital role in student engagement in sports at UoG. Good coaches will provide students with a positive experience which will encourage more people to participate in sports, want to improve, stay engaged, develop skills, and build relationships within their club. As such, we expect all coaches to abide by this Code of Conduct.

## **Qualifications and Experience**

- All coaches engaged by UoGSU and UoG are expected to meet the following minimum standards to hold an approved coaching role at the UoG:  
Be 18 years or over.
- Hold a minimum of a valid level 2 (or equivalent based on NGB guidelines) coaching qualification\*
- Upon enrolment, be DBS checked by UoG or UoGSU and updated every 3 years.
- Hold valid personal liability insurance.
- Hold a valid first aid training certification (or the ability to complete this within 3 months)
- Commit to engaging with UoG and UoGSU on personal development and training required to meet the criteria of this agreement including but not limited to First Aid, inclusive behaviour, safeguarding etc.

\* Exceptions may be made for those coaches already enrolled or working towards a higher level of qualification (minimum level 2 or equivalent) based on their ability to demonstrate relevant experience and meeting all other criteria set out in this document (e.g. insurance, first aid, DBS). Funding may be provided to support existing or new coaches looking to achieve the relevant level of qualification to work for the UoG or Students' Union on a case-by-case basis, but their coaching must be supervised by a fully qualified coach until such time as they achieve the relevant standard.

## **Coaches rate of pay**

UoG and UoGSU are committed to ensuring sports clubs receive the best possible service, this includes ensuring we attract and retain quality coaches who can enhance the sporting environment for our clubs. To ensure we deliver on this, coaches have industry benchmarked rates of pay (set at an hourly rate) for the following categories:

Level 2 (or equivalent): From £12.50 up to £25 per hour based on experience.

Level 3 (or equivalent) and above: from £25 to £35 per hour based on experience.

In addition, UoGSU and the UoG are committed to providing coaches with support in terms of further training and education to aid professional development and ensure our students are supported to the very highest level.

## **Roles and Responsibilities**

- Lead on team selection (to avoid cliques and/or hierarchy)
- Provide leadership and guidance to the club and the club committee/captains.
- Support the committee in establishing training programmes match preparation, and fixture planning.
- Plan and deliver training sessions.
- Attendance and coaching at all home and away fixtures, including varsity and informal/friendly fixtures (where appropriate)
- Support the development of the club committee.
- Submit timely invoicing for work undertaken in line with UoG/UoGSU financial regulations and procedures.
- For coaches working with designated performance sports, work in an integrated fashion with UoG and UoGSU colleagues to develop recruitment pathways and support services including strength and conditioning, medical services, performance lifestyle and performance analysis.
- Support the development of the coaching workforce by integrating student placements, research etc. to enhance overall student experience.
- Be aware that they should always report to the Students' Union or UoG with any issues they may have.
- Follow the processes and structures laid down by UoGSU and UoG.
- Engage in a bi-annual review of the role with UoGSU and/or UoG colleagues based on meeting the criteria set out in this agreement and any prior agreed performance targets.

## Expectation of Behaviour

### Coaches should:

- Maintain the highest levels of professionalism and conduct in line with UoG, UoGSU, BUCS (**British Universities & Colleges Sport**) and your NGB standards
- Be committed to maintain and uphold the **Students' Union** and **UoG of Gloucestershire values**
- Promote the positive aspects of sport (including fair play) on and off the pitch and embody the ethos of #TeamGlos which aims to ensure sport at the UoG of Gloucestershire is inclusive and to take a stand against all forms of violence, abuse, and discrimination.
- Support the UoG in ensuring students adhere to the **student code of conduct**, **student charter** and **student sport code of conduct**.
- Ensure that the services delivered are always of expected health and safety standards.
- Always remember that students are primarily enrolled at University of Gloucestershire for educational purposes, and this must always take priority.
- Recognise the right of all participants to be treated with respect and as individuals.
- Recognise the rights of participants to approach other coaches/experts for advice.
- Recognise that you may have access to confidential information about UoG students, therefore confidentiality must be always maintained.
- Maintain coach-student confidentiality (where appropriate and in line with safeguarding guidelines) if approached with any issues but ensure to report to the SU Student Activities Team, UoG or other UoG department (**Report a Concern about a Sports Team or Club; Student Services**) when required.
- Provide constructive feedback to students in a respectful manner.
- Coaches must place the well-being and safety of players above the development of performance. All reasonable steps should be taken to establish a safe working environment.
- Session planning should meet the developmental needs of the team/group/individual and be appropriate for their level.
- Promote good coaching practice and challenge any poor practice you observe. This should include supporting student placements and those students working towards professional coaching qualifications.

### **Coaches should NOT:**

- Show any form of discrimination including but not limited to gender, race, colour, disability, sexual identity, religious beliefs, political opinion, age, etc.
- Allow any discrimination within training sessions to go unchallenged. This should be reported to the Students' Union Activities Team or UoG as soon as possible.
- Publicly criticise or engage in demeaning descriptions of students.
- Smoke, drink alcohol or use recreational drugs before or whilst coaching.
- Assume responsibility for any role for which you are not qualified or prepared, or which misrepresents your level of qualification.
- Attend club "social" events – end of season awards is an exception to this.
- Coach-Committee Relationships

### **Coaches should:**

- Promote and support the autonomy and development of the committee throughout the year by offering guidance where necessary.
- Agree costs and payments (including hourly rates and expenses) with UoGSU, UoG and club committee before any coaching commences.
- Identify and agree with the committee and UoGSU/UoG (dependent on who your contract is with) experts or coaches that could offer appropriate support services if necessary.
- Communicate directly with the committee if any issues arise during training or fixtures (e.g. equipment or lack of attendance etc.) and escalate to the UoGSU or UoG where necessary (e.g. issue with facility bookings, individual's behaviour).
- Communicate to the committee and the UoGSU/UoG (where relevant) at the earliest convenience if you are unable to attend a training session or fixture so appropriate cover can be put in place.
- Support the committee in organisational and cultural aspects of the club.
- Work with the committee regarding fixture rearrangements

### **Student-Coach Relationships**

#### **Coaches should:**

- Promote welfare of the participating students.
- Notify UoGSU/UoG if you are concerned about the behaviour or wellbeing of one of the students, as well as any disturbing behaviours within the club (e.g. bullying, etc.).

- Communicate the nature of coaching services provided as well as any expectations and boundaries.
- Should maintain a healthy student-coach relationship.
- Always ask for consent in cases of physical touching and ensure the contact is appropriate, necessary and within recommended NGB guidelines.
- Respect students' boundaries on participation in the club.
- Coaches should NOT:
- Engage in any behaviour that constitutes a form of abuse; including but not limited to physical, sexual, emotional, neglect, bullying, etc.
- Engage in sexual intimacy with students during the coaching period nor immediately at the end of the coaching relationship. This includes sexual innuendo, flirting or inappropriate gestures and terms.

**Termination**

Either party (UoGSU, UoG or the coach) may terminate the coaching arrangements as follows:

- A. Immediately upon a breach of the signed code of conducts.
- B. A months' notice in writing by either party outlining the reasons why.

**Coach Signature** .....

**UoGSU Staff Member Signature** .....

**UoG Staff Member** .....