

# Old Alexandra HC Colts Section Parents/Guardian Information Handout (2016/17 Season)

Website: [www.oldalexhc.ie](http://www.oldalexhc.ie)

## Contact information:

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**Club Captain:** Sarah Rose Moran, email: [clubcaptainoahc@gmail.com](mailto:clubcaptainoahc@gmail.com)

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## Old Alexandra Hockey Club Partners in Hockey

As a parent/guardian, you play an important role in promoting your child's enjoyment and success in hockey and sport in general. With your help and support Old Alex HC will provide an environment in which your child will feel safe, have fun and can fulfill her potential.

## CODES OF CONDUCT:

To make sure that young people have a positive experience in Old Alex HC we require that parent/guardian of children/young people sign the Code of Conduct for Parents/Guardians. There is also a code of conduct for children/young people.

We encourage you to discuss the codes of conduct with your child.

Please follow [this link](#) to read and agree our Code of Conduct for Parents/Guardians.

Please have your child read and agree to our Code of Conduct for U-18 Players - [here](#).

### **COMMUNICATION METHODS:**

The first point of communication with players/parents re. Colts matches, training changes etc will be by email generally to the parents. We use the Teamer App for match arrangements. We also use our Club Newsletter, Club Twitter and Club Facebook account for communication.

Teamer App: PLEASE RESPOND QUICKLY TO OUR TEAMER MATCH NOTIFICATIONS. It is difficult and time consuming to organise matches when we receive no response from parents and have to follow up multiple times to get commitment from them for their child.

With regard to Under 18's on the senior teams generally they will be communicated by group email/text message. On occasion we may need to send an individual text to your child/young person. **Let us know** if you wish to receive text messages sent to your child.

### **SUPERVISION AND TRAINING TIMES:**

The current training times are between **12pm - 3pm** in Alexandra College depending on the age of your child.

TRAINING TIME	TEAMS
12.00 - 13.00	U7, 1st, 2nd, 3rd classes
12.30 - 14.00	4th, 5th, 6th classes
13.30 - 15.00	1st, 2nd, 3rd, 4th years

After the training session is finished a minimum of two adults need to remain with the group until all children have been collected. Please ensure that you collect your child on time.

We require two contact names (a parent and someone other the listed parent) & telephone details in the event of emergency/children not collected. Please can you ensure we have a 2<sup>nd</sup> emergency contact phone number.

A roll call will be completed at each session please ensure you child is present for this.

### **SAFETY:**

Hockey is a competitive team sport and as a consequence injuries may occur. The type of playing surface may also contribute to injuries. Old Alex HC therefore insists that players

- have the correct footwear and equipment
- don't wear peaked caps or jewellery during training
- wear shin pads and a gumshield No child will be allowed play if they do not have their gumshield.
- in order for your child to feel comfortable & enhance their enjoyment it is important that they have the appropriate clothes for the weather - ie gloves & warm clothing
- ensure long hair is tied back

Ensure that equipment is not left lying around

### **CLUB UNIFORM:**

Players must wear the Club Uniform when training and when representing the Club in any matches.

The Old Alex HC Hockey Club kit is available to buy from ED Sports Hockey shop in the grounds of Pembroke Wanderers Hockey Club or online at [http://edsports.ie/hockey/hockey\\_club\\_uniforms/old\\_alex\\_ladies\\_hockey\\_club\\_team\\_kit](http://edsports.ie/hockey/hockey_club_uniforms/old_alex_ladies_hockey_club_team_kit).

Junior Section (U7 to 6<sup>th</sup> Class) - red hoodie, red tracksuit bottoms, red skort, white top, red socks with white tops.

Senior Section (1<sup>st</sup> year to 4<sup>th</sup> Year) - white hoodie, red tracksuit bottoms, red club skort and club shirt, red socks with white tops.

### **TOILET ARRANGEMENTS:**

Please arrange for your child to have used the toilet before attending training as this will minimise disruptions to the training session. A member of the coaching team for each age group will be assigned to accompany younger children to the toilet.

### **TRAVELLING TO AND FROM TRAINING:**

Dropping off/collection and transport to and from training, matches and tournaments is the responsibility of parents/guardians. The Club takes no responsibility for this.

A schedule of all matches will be available on the website and will be emailed to all parents as soon as it is finalised (usually mid October).

### **PROCEDURES:**

#### **Recruitment**

Like most sport clubs Old Alex HC relies heavily on volunteers and without them most of our activities could not exist. All sports leaders involved with young people will be Garda Vetted and will be asked to sign the Code of Conduct for Sports Leaders.

### **Child Protection Policy**

Old Alex HC has a child protection policy displayed on the Club website. We encourage you to read it [here](#).

If a sports leader has a concern about a child they will record it and report this concern to the Designated Person. The Designated Person will discuss this concern with the parent on the basis that it doesn't put the child at risk. If there are grounds for concern about abuse or neglect we have an obligation to pass this information on to the Duty Social Worker in the Health Service Executive.

### **Complaints**

- Any complaints that can be resolved locally should be reported to the Colts coordinator who will deal with the issue. If you are not satisfied you can report the issue to the Club Captain.
- Any serious complaints in relation to bad practice or a concern about abuse should be reported to the Designated Person.
- Attempts will be made to resolve complaints as soon as possible.

### **Use of photographic and video equipment**

Old Alex HC wishes to reduce the risk of inappropriate, unsolicited attention from people within and outside hockey.

- If you intend to take images of your children playing hockey, please inform the Colts Co-ordinator of your intention
- There may be occasions where photographs/videos will be taken of the children. **Please advise us if you DO NOT want your child's image to be used/displayed** on the website, club house, news letters, for training purposes etc. If a photograph is used Old Alex HC will not name the child and will make sure that the picture is appropriate
- If you become aware of an unidentified person taking pictures at training sessions or matches, please inform a member of staff/ Colts Coordinator

### **Mobile phones**

Old Alex HC expect the parent/guardian to take full responsibility for mobile phone use by their child.

### **Bullying**

Old Alex HC operates a zero tolerance policy to bullying. If you become aware of any bullying going on before, during or after Old Alex HC training sessions, **please inform the Colts coordinator and or Designated Person.**

Bullying is **repeated** aggression be it verbal, psychological or physical conducted by an individual or group against others. It is behaviour, which is **intentionally** aggravating and intimidating and occurs mainly among children (but sometimes by adults) in social environments.

### **Sanctions**

Sanction are an important element in the maintenance of discipline. Old Alex HC undertakes that any sanctions applied should be fair and consistent and in the case of persistent offence progressively applied. The age and the developmental stage of the child will be taken into consideration.