



# Forth Valley Flyers

## Welcome Pack



The aim of this pack is to provide parents and members both new and existing, with information about the club, the coaching and what can be expected.



# **Forth Valley Flyers**

## **Athletics Club**

Forth Valley Flyers Athletics Club provides opportunities for all children, young people and adults with physical, learning and sensory disabilities, their parents and volunteers to become involved in athletics. The club encourages fun, participation, sportsmanship and the social aspects of sport to anyone interested in participating. All we ask in return is that you respect the other members of the club, other teams and officials who support athletics.

Forth Valley Flyers Athletics Club is affiliated to Forth Valley Disability Sport, Clackmannanshire Sports Council, Falkirk Sports Council and Clubsport Stirling.

There is no annual membership fee.

You will be provided with a membership form; this also includes a consent form that covers medical information. It also requires contact numbers, in case of emergency. Please ensure it is completed as soon as possible and returned to Graham Harvey, Club Coach.

First Aiders are present at each coaching session and events.

The club recommends members wear appropriate comfortable clothing and footwear.

## Club Session Details

Training for children is held at the following times and venues.

Age group	12 years onwards
Day	Friday
Time	5.30 pm – 6.45pm
Venue	Grangemouth Stadium, Kersiebank Avenue, Grangemouth, FK3 0EE
Cost	£2.00 per session (payable at reception)
Contact	Ann Finlayson
Phone Number	07886600659

These sessions are led by Graham Harvey , UKCC Level 2 Athletics Qualified Coach

The club enters the following regional and national competitions:-

FVDS Regional Junior Championships, Wednesday 25<sup>th</sup> May, 2011  
SDS National Junior Championships, Wednesday 1<sup>st</sup> June, 2011  
Red Star Championships, Saturday 11<sup>th</sup> June, 2011  
Wishaw Games, Saturday 13<sup>th</sup> August, 2011  
SDS Regional Senior Championships, Wednesday 7<sup>th</sup> September, 2011  
Forth Valley Flyers Open Champs Saturday 24<sup>th</sup> September 2011

Transport to and from events is always a difficulty. Assistance is appreciated to help transport athletes.

# Forth Valley Flyers Athletics Club

## Organisation

As with the majority of sports clubs, this club is run by volunteers. These people are athletes, parents and other supporters who give their time to ensure athletes benefit. They administer the club, conduct the coaching and transport children to activities and games.

### Committee

The Club is run by the following people:-

Chairperson	Heather Ross
Secretary	Ann Finlayson
Treasurer	Lauren McLean
Coaches	Graham Harvey Jonathan Fisher Shona Malcolm Roy Lennon
Volunteers	Lauren McLean Linzi Dougall Martyn Couser
Athlete protection officer	Graham Harvey
Committee members	Colin Keigan Kirsty Dawson Niall Finlayson Lorraine Keigan

These people work hard for the club and any assistance you can give them would be greatly appreciated. If you would like to find out more or join the committee please contact the Club Coach.

# **Forth Valley Flyers Athletics Club**

## **Athlete Protection Policy**

### **Responsibilities**

#### **Forth Valley Flyers will:**

- Promote the health and welfare of members by providing opportunities for them to take part in athletics safely.
- Respect and promote the rights, wishes and feelings of members.
- Promote and implement appropriate procedures to safeguard the well being of athletes and protect them from abuse.
- Recruit, train, support and supervise its members to adopt best practice to safeguard and protect all athletes from abuse and to minimise risk to themselves.
- Require members to adopt and abide by this Athlete Protection Policy and these Procedures.
- Respond to any allegations of misconduct or abuse of members in line with this Policy and these Procedures as well as implementing, where appropriate, the relevant disciplinary and appeals procedures.
- The full club, athlete protection policy can be found on the Forth Valley Disability Sport website [www.fvds.org.uk](http://www.fvds.org.uk) ( if you would like a hard copy of the policy please ask at the club)

# Volunteer Opportunities within Forth Valley Flyers

## Volunteers

The club is run by many volunteers providing small amounts of assistance. We understand the time commitments of parents and would happily appreciate any support available.

A number of ways you can support the club include;-

- Driving children to events
- Running a fundraising event
- Organising a raffle
- Donate an item for a raffle
- Organise / supervise a bag packing session
- Run a quiz night
- Organise a social event for the club members
- Anything else you see needs to be done.

If you are interested in supporting the club through any of these methods please contact the Club Coach.

# Forth Valley Flyers Code of Conduct

Name of Athlete / Coach\* \_\_\_\_\_

**Aim: To ensure that all Athletes and Coaches involved with Forth Valley Flyers participate within an agreed philosophy and set of standards**

Sporting integrity is based on the acceptance of rules, fairness, equality, respect for others, moral conduct and sense of what is right. The goal of Forth Valley Flyers is to create a sporting environment, where violence, breaking the rules, the abuse of drugs, the lack of fair play and other unethical behaviour are automatically rejected as being irrelevant to the true purpose of sport.

I the athlete/coach\* agree to the following:

1. to abide by the principle statement on Ethics above
2. practice and participate within the spirit of the sport.
3. help each other to learn new skills
4. compete as a team
5. respect others – coach, officials, other athletes, team managers, parents who help organise / participate in the sport
6. do not direct verbal, physical, emotional abuse towards other athletes / coaches / umpires / event organisers and other team members
7. treat all others as you would like to be treated with integrity and respect
8. arrive before the start of each session to ensure adequate preparation and to be punctual on all occasions, where possible provide information in advance if you are ill or unable to attend any session
9. set a good example at all times in aspects of dress, language, behaviour and respect of equipment and others.

\*delete as appropriate

Please retain for reference

Signature \_\_\_\_\_

Date \_\_\_\_\_

# **Forth Valley Flyers Athletics Club**

## **Disciplinary Policy**

Forth Valley Flyers Athletics Club will operate the following disciplinary procedures in line with all policies, procedures and codes of conduct operated by Forth Valley Flyers Athletics Club. A version of the complaints procedure is provided as a supplement to this document.

### **Conduct**

Forth Valley Flyers Athletics Club operates a code of conduct for all members of the coaching staff, volunteers, officials and participants. All members and volunteers of Forth Valley Flyers will sign up to this code of conduct. The club secretary will hold a signed copy of the code of conduct. (A copy of the disciplinary policy can be viewed on the Forth Valley Disability Sport website, [www.fvds.org.uk](http://www.fvds.org.uk))

Any breach of the code of conduct will result in the administration of the following complaints and disciplinary procedure and be referred to the disciplinary committee.

### **Complaints procedure**

Any member of the coaching staff, official, volunteer, participant and / or parent has the right to make a formal complaint regarding the conduct of any member of the organisation at any time.

This complaint must be submitted in writing to the secretary or other committee member detailing the nature of the complaint and any supporting evidence in support of the complaint.

The subject of the complaint has the right to confidentiality at all times and should be informed of the nature of the complaint as soon as it is received. Any members breaching this confidentiality will themselves be subject to the complaint procedure.



## **Hearing procedure**

Upon receiving a complaint the Forth Valley Flyers disciplinary committee (which will consist of three members of the committee) will invite the complainant to expand on the nature of the complaint. This meeting may be recorded solely for the purpose of the investigation.

Following this process, the subject of the complaint will be invited to a hearing, at which they are entitled to be accompanied by any person of their choosing, to discuss the details of the complaint. This meeting may be recorded solely for the purpose of the investigation.

Following this procedure the disciplinary committee shall inform all relevant parties of the outcome of the event and any action that shall be taken.

**Note:** in the event that the nature of the complaint is in direct relation to an athlete protection matter the police or social services should be involved immediately. In this event the only investigation to be undertaken shall be led by the relevant professional service following which the Club Athlete Protection Officer will adhere to any findings of this investigation.

## **Appeal Procedure**

Following a decision by the disciplinary committee, the subject of the complaint shall have the right to appeal the decision and request a further investigation into the matter.

The disciplinary appeals committee which (which will consist of three members of FV Flyers) shall acknowledge this appeal and undertake a fresh investigation and report the findings to all relevant parties.

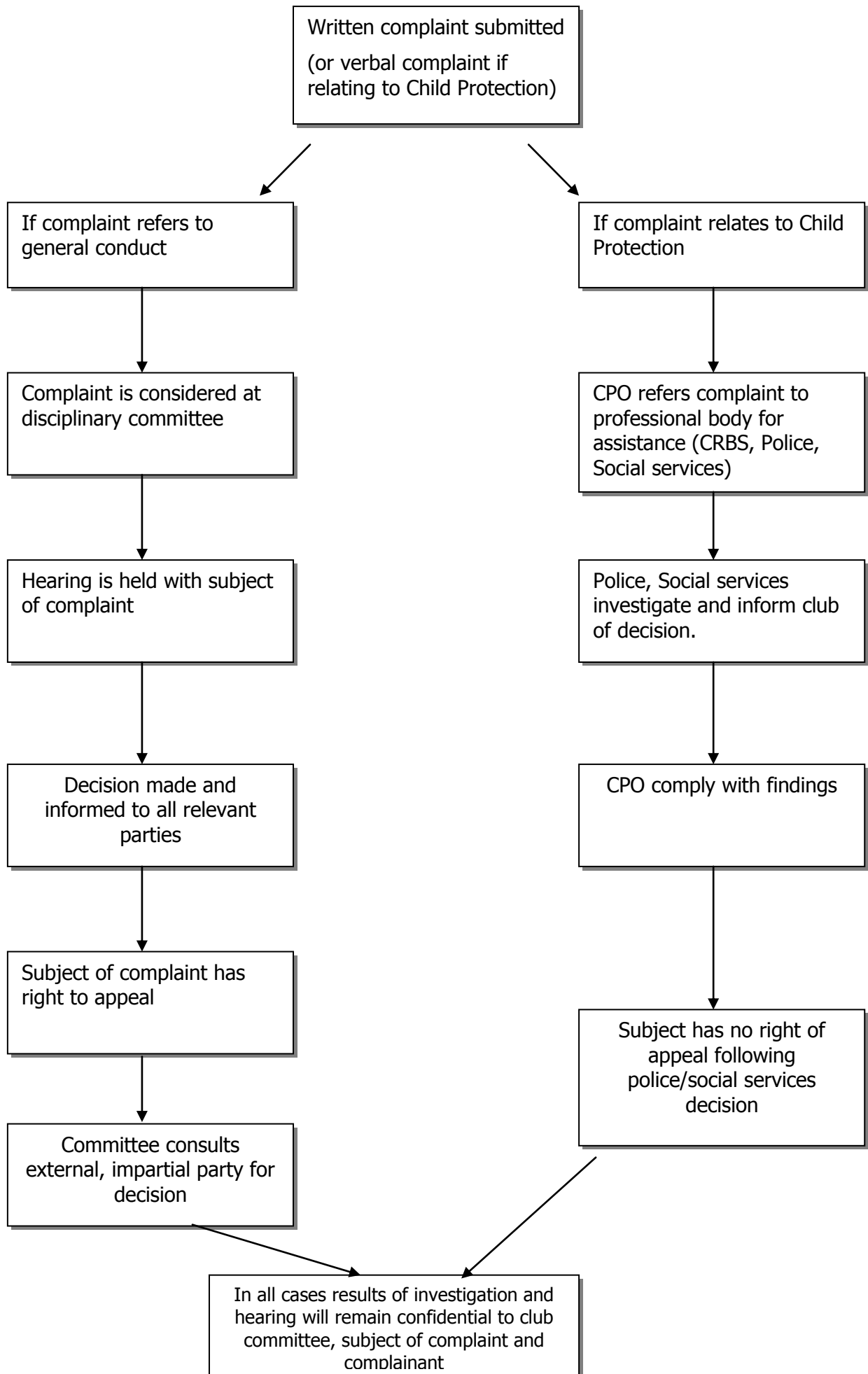
## **External Assistance**

In the event of an appeal the subject of the complaint has the right to seek external assistance from either a professional body or suitable party to undertake an investigation into the matter in conjunction with the committee. ONLY the subject of the complaint can request this course of action.

## **Decision**

The investigation shall be deemed closed and the decision final in the following circumstances.

- 1) The disciplinary committee will present a decision that is not contested by appeal.
- 2) An appeal investigation presents a decision that clearly reflects Forth Valley Flyers policies and code of conduct.
- 3) The police or social services lead an investigation into an athlete protection matter.



# Forth Valley Flyers Code of Conduct

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\*delete as appropriate

Please sign and return to Head Coach along with attached membership form.

Signature \_\_\_\_\_

Date \_\_\_\_\_