



Innovation E Sports Skills Academy Children & Parents Code of Conduct

Innovation E Sports Skills Academy is fully committed to safeguarding and promoting the wellbeing of everybody who attends our Skills Clubs and learning sessions. We believe that it is important that participants, coaches/instructors, administrators and parents show respect and demonstrate an understanding for the safety and welfare of others.

Innovation E Sports Skills Academy Skills Clubs should be a positive experience for young people, where they can learn new things in a safe environment. Parents are encouraged to read our code of conduct with their children and talk about the way they are expected to behave when they attend our Skills Clubs.

Introduction

We expect all of our young people to be follow these important values:

- HONESTY: We expect everybody to be honest and play fairly with others.
- ENTHUSIASM: We expect everybody to have a positive attitude, give everything a go and take part with lots of energy.
- RESPECT: We expect everybody to be respectful to others, including tutors and guests, and treat our equipment as if it is their own.
- ATTITUDE: We expect everybody to try their best and be a positive role-model.

There are key things that we will not accept. These include but are not limited to:

- Violence
- Bullying
- Using foul, abusive or offensive language
- Using mobile phones during activities
- Not respecting differences between everybody in terms of age, gender, race, ethnic origin, religious beliefs, sexual orientation or disability.

Children

Every effort has been taken to ensure the children are safe, well cared for and have a positive experience while attending the scheme.

1. The children are expected to have regard for their own and others' safety and well being;
2. The children are expected to respect their own and other people's property;
3. The children are expected to help one-another;
4. The children are expected to be polite and respectful towards the Skills Club staff;
5. The Skills Club staff are expected to be polite and respectful to the children;
6. We will not tolerate any bullying or prejudice;
7. We will not tolerate any bad language
8. The children must follow the instructions of the Skills Club staff or the professionals leading the activities.

Innovation E Sports Skills Academy staff will support the children to behave appropriately and to follow this code of behaviour. However, in the event that a child breaks the code, Innovation E Sports Skills Academy staff will take the following action:

Step 1

If a child misbehaves the activity leader should take the child to one side and explain what they have done wrong and why it is not acceptable. Indicate the behaviour that is acceptable, so they have the means to improve.

Step 2

If the poor behaviour continues the leader should give the child a timeout from the activity (the timeout should be no longer than the child's age in minutes). They should reinforce what behaviour is acceptable. The member of Innovation E Sports Skills Academy staff will then inform the authorised adult picking the child up, highlighting the situation that occurred. The timeout must also be documented on an incident form.

Step 3

If after following steps 1 and 2 and discussions with the child's parents/guardians the behaviour does not show a marked improvement, the Innovation E Sports Skills Academy staff should discuss part exclusion with Innovation E Sports Skills Academy Head Office. If all are in agreement, the Innovation E Sports Skills Academy staff or Head Office will contact the parent(s)/guardian(s) to request they pick the child up straight away. They will record what has happened on an Incident Report Form. This is referred to as part exclusion: the child will be allowed back for any subsequent days booked however the parent(s)/guardian(s) needs to be clear that this is the child's final warning and without a significant improvement in behaviour the child could be excluded for the remainder of the Skills Club.

Step 4

If no improvement in behaviour is seen the Innovation E Sports Skills Academy staff and Head Office will review the situation. If deemed completely unmanageable or dangerous to others, the Innovation E Sports Skills Academy staff will contact the parent(s)/guardian(s) and the child will be excluded permanently from Skills Club for the rest of the Skills Club.

If deemed necessary, Innovation E Sports Skills Academy reserves the right to exercise any step of the steps to deal with poor behaviour above at any stage. In the event that a child is excluded from Skills Club, no refund will be made for any remaining days booked, and any costs associated with the exclusion, will be the parent(s)/guardian(s) responsibility. The parent(s)/guardian(s) will be expected to collect when informed of the exclusion. All exclusions (Steps 3&4) will be recorded at Innovation E Sports Skills Academy Head Office. Any child permanently excluded from a Skills Club may not be allowed to enrol on any future Skills Club at any Innovation E Sports Skills Academy venue.

Parents and guardians

In order to provide a safe, secure and positive environment for children to participate in activities, we ask for the help of parents and guardians.

We ask parents and guardians to:

- 1) Arrive on time
- 2) Collect children at the allotted times

- 3) Bring children to our Skills Clubs with everything they need to participate: comfortable clothing, trainers or soft-soled shoes, spare clothes (if required), a water bottle and enough lunch and snacks to sustain their energy levels.
- 4) Fill in a medical document (if necessary) and hand all medication to our coaching team.
- 5) Respect staff and their decisions
- 6) Be a positive role-model for children
- 7) If you are booking online, you will be asked to confirm that you have read the code of conduct. By completing the booking, you are agreeing to the terms above