

Wokingham Warriors Colts



Colts Handbook 2009/2010 Season



Part of Wokingham Hockey Club

CLUBS 1st Affiliated



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INTRODUCTION

Welcome to the Wokingham Warriors Colts Handbook. We hope this publication contains all the information you need (all under one cover) for your family to enjoy hockey at Wokingham Hockey Club (WHC). Our main objective every season is to provide a safe environment where all our players can have fun, get fit, learn new skills and make new friends. In May, 2006, WHC gained Clubs 1st accreditation as recognition that we are continually working towards providing a Safe, Effective and Child Friendly hockey environment; in August 2009 we have been re-accredited, proving our continued efforts at providing the best platform for young players to develop.

The Handbook contains contact details for Coaches, Managers, our Child Protection and Youth Development Officers as well as key dates for fixtures and social functions. We have also included important information on the responsibilities of players, coaches and parents. Please read the Handbook carefully, preferably with your youngsters, and discuss its contents with them. We are always on the lookout for parents who would like to get involved in coaching. If you are interested or require more information, please let me know.

Towards the back of the Handbook there is a Declaration Form to sign, along with the Subscription Form for the season. Please complete these and return to the Membership Secretary (by October 1st to avail of discounted membership and by 12th October to ensure membership for the remainder of the season).

This edition has a photo consent form we'd like you to fill in. With a newsletter recently introduced, and strong links to the Wokingham Times, the Club would love to publicise the exploits of the colts, and really make everyone feel part of the club.

Huge strides forward are being made this season with the coaching, the new pitch, the administration and the opportunities for young players to access umpiring, coaching and leadership programmes. More on this as the season progresses, but we're confident we can offer our colts one of the best platforms in the County to develop as players and as individuals.

If you have any problems or questions, please don't hesitate to get in touch. We look forward to seeing you in the future.

Best wishes for the new season.

David & Nicola Baines

(Youth Development Officers)



MISSION STATEMENT

The mission of the Colts Hockey section is to introduce young players to the game of hockey and to develop skills according to the aptitude and ability of each child within a friendly and supportive environment.

Youngsters will be encouraged to help one another during training and matches, to play selflessly, and to play for the benefit of the team.

Players will also be expected to learn the rules of the game of hockey and to respect umpires, coaches and opponents at all times.

Finally, we would wish to encourage a spirit of healthy competitiveness, provide opportunities for excellence, and instil a sense of fun and enthusiasm for the game of hockey.

(Players and parents/guardians should abide by the codes of conduct necessary for the achievement of this mission)

EQUITY POLICY

Sports Equity is about fairness in sport, equality of access, recognizing inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

Wokingham Hockey Club 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.

Wokingham Hockey Club is committed to everyone having the right to enjoy their sport free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promise equality of opportunity.

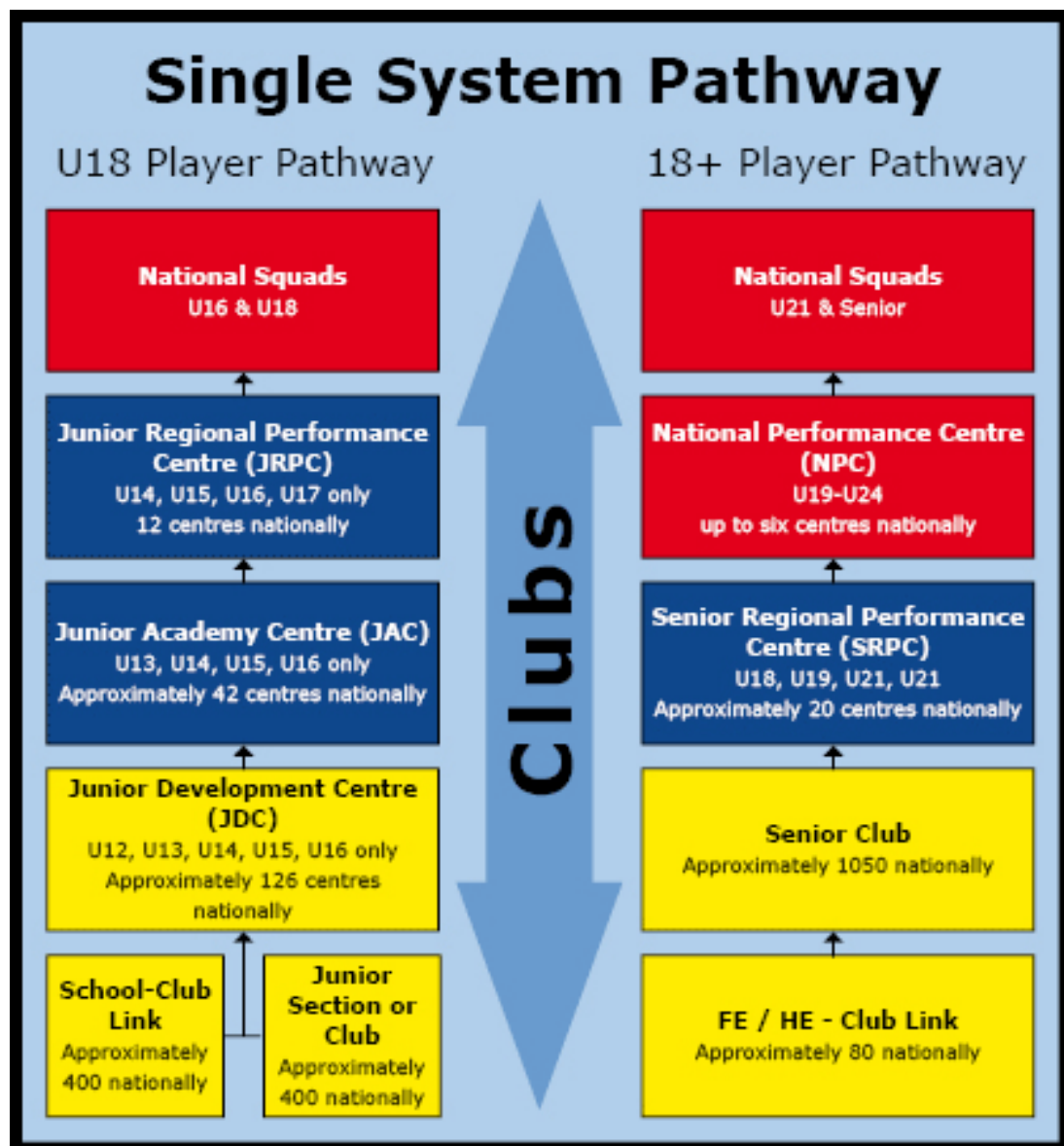
Wokingham Hockey club will deal with any incidence of discriminatory behaviour seriously.



Junior County / Regional Pathways Structure

The best and most detailed information on England Hockey's Single System initiative can be obtained from the England Hockey website (www.englishockey.co.uk). The important message is that County and Regional activities are now a part of a much bigger programme of events and activities that align junior hockey in this Country.

Wokingham Hockey Club nominates players to go forward to the Junior Development Centres with successful applicants put forward to JACs by Berkshire. For more information go to www.berkshirehockey.org.uk.





Wokingham Hockey Club Developmental Selection Policy 2008/2009

This policy demonstrates Wokingham HC's commitment to the development of young players as they are the future of our club and of hockey in general and that the club will always act in the best interests of the individual.

The policy's aim is to ensure that our young members are given every opportunity to reach their full potential whatever level that may be (international, regional, county, social or otherwise).

This policy states:

1. The club will take a long term view of the development of all its young players in line with the principles of Long Term Athlete Development adopted within England Hockey's Single System.
2. The club will enforce that no young person under the age of 13 (on 1st January of the season being played) is to play in adult only competition.
3. The club will enforce the Slazenger EHL regulation stating that a player must have reached the age of 15 to be eligible to be registered to play in the EHL.
4. Young players will not be called upon to play in adult only competition until it is in the best interest of the young player. If an adult team is short and the only option is a young player who is not ready either physically, mentally or socially, then the adult team will play short.
5. The club will abide by England Hockey recommendations regarding player eligibility and competition rules.
6. The club will abide by the England Hockey centralised calendar and the priority this provides to ensure that young players at each stage of their development are given the opportunity to play and train at the right level for them without being overplayed.
7. For young players eligible to be involved in adult teams, careful consideration will be given to ensure that the distance travelled is proportional to the likely pitch time for the young player. As a guide, it is suggested that players who will play less than half a game should not travel for longer than 60 minutes.
8. All selection will be made in line with the principles outlined in the EH Equity Policy and EH Safeguarding and Protecting Young People in Hockey Policy adopted by this club.

9. As much as practically possible, peer group teams will ensure that each member of the squad is given as equal as possible an amount of pitch time per match or per event to ensure every individual has the opportunity to develop. Winning is important but is a short term gain.

10. Young Players views on which team they should play in will always be considered and acted upon. The Men's and Ladies Club Captains will be available where the captain themselves is not appropriate. The Club Chairman can be involved if required.



COLTS CLUB RULES

WOKINGHAM HOCKEY CLUB

WOKINGHAM HC is fully committed to safeguarding and promoting the well being of all its members. The club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with *DAVID BAINES OR NICOLA BAINES (Youth Development Officers)*.

As a member of *WOKINGHAM HC* you are expected to abide by the following junior club rules:

- All members must play within the rules and respect officials and their decisions.
- All members must respect opponents.
- Members should keep to agreed timings for training and competitions or inform their coach or team manager if they are going to be late.
- Members must wear suitable kit including mouth and shin guards for training and match sessions, as agreed with the coach/team manager.
- Members must pay any fees for training or events promptly.
- Junior members are not allowed to smoke on club premises or whilst representing the club at competitions.
- Junior members are not allowed to consume alcohol or drugs of any kind on the club premises or whilst representing the club.



Code of conduct for Parents/Guardians/Spectators for Wokingham Hockey Club

Wokingham Hockey Club encourages parents/guardians/spectators to take an active interest in their child's development within hockey and ask that every parent/guardian/spectator observe the following:

- Encourage your child to learn the rules and play within them
- Discourage unfair play and arguing with officials
- Help your child to recognise good performance, not just results
- Never force your child to take part in sport
- Set a good example by recognising fair play and applauding the good performances of all
- Never punish or belittle a child for losing or making mistakes
- Publicly accept officials' judgements
- Support your child's involvement and help them to understand that the enjoyment of sport and fair play are more important than winning
- Use correct and proper language at all times
- If you have any queries or comments please address them to Wokingham Hockey Club's Child Welfare Officers:

John Barlow

Mobile: 07748 332 587
Email: j_barlow@tiscali.co.uk

Nicola Baines



Dear Volunteer,

Wokingham Hockey Club Volunteer Agreement Form

All volunteers, coaches, team managers, technical delegates and officials are encouraged to work to high standards in line with Wokingham H.C.'s policies and recognised best practice.

Within your pack you will find a number of documents that you are required to have read thoroughly. Should you have any questions on any of the areas covered, please bring these to the attention of any club officer so that your query can be addressed.

Please complete the sections below and return to David Baines / Nic Baines (Youth Development Officers) as soon as possible.

Name:

I confirm that I have read and understood the following policies of Wokingham H.C. and will ensure that I adhere to these codes and policies at all times.

The policies I confirm having received and read are:

- Code of Conduct for Volunteers
- Safeguarding & Protecting Young People in Hockey Policy
- Equity Policy
- Safety Procedures

I also confirm that I am willing to undertake a Criminal Records Bureau (CRB) check and know of no reason why I should not be fit and proper to fulfil my role within Wokingham H.C.

Print Name: _____

Sign Name: _____

Date: _____



Code of Conduct for Club Officials and Volunteers of Wokingham Hockey Club

The essence of good ethical conduct and practice is summarised below. All volunteers must:

- Consider the well-being and safety of participants before the development of performance.
- Develop an appropriate working relationship with performers, based on mutual trust and respect.
- Make sure all activities are appropriate to the age, ability and experience of those taking part
- Promote the positive aspects of the sport (e.g. fair play)
- Display consistently high standards of behaviour and appearance
- Follow all guidelines laid down by the national governing body and the club
- Hold the appropriate, valid qualifications and insurance cover
- Never exert undue influence over performers to obtain personal benefit or reward
- Never condone rule violations, rough play or the use of prohibitive substances.

Signed Coach/Volunteer/Official _____

Date: _____

Print Name: _____

Signed (Club Chairman): _____

Date: _____

Print Name: _____



ACCIDENT REPORTING & CHILD PROTECTION

We recognise that maintaining safety is a very important part of coaches' responsibilities. Colts and parents can also assist coaches by thinking carefully about their activities, particularly before and after sessions. WHC also has a policy of Accident Reporting and forms are kept in the clubhouse so that details of accidents are logged.

Child Protection

WHC takes the issue of Child Protection seriously and has appointed a **Child Protection Officer (Nic Baines/John Barlow)** to co-ordinate good practice and to provide coaches with information and training opportunities. The Colts section endorses the policies as produced by Sports Coach UK and the NSPCC that includes:

1. Respecting the rights, dignity and worth of all children and to treat everyone with equality.
2. Placing the well-being and safety of the player above the development of performance.
3. Working with young people in a public and open environment.
4. Ensuring coaching activities are appropriate to the age, maturity and ability of the player.
5. Promoting the positive aspects of sport and never to condone rule violation, bad sportsmanship, or the use of prohibited substances.
6. Coaches maintaining a consistently high standard of personal behaviour.
7. Only criticising youngsters in a constructive and friendly fashion.
8. Being aware of the needs, customs and cultural requirements of athletes with differing abilities or young people from different racial or religious backgrounds.

If parents or youngsters have any concerns, or wish for information on any of the issues raised above please contact Nic Palmer.

COMPLAINTS PROCEDURE

WHC prides itself on providing a fun and fair environment for children to learn about and play hockey. The club's philosophy is that children should learn how to compete to win fairly and skillfully within the laws of the game.

To this end the club has developed a code of conduct which it expects parents, spectators and players to adhere to.

The Managers of individual teams are charged with running, selecting and coaching those teams and communicating with the parents of team members. They are also charged with ensuring that all training and playing activities are carried out within the code of conduct.



However the club recognises that there may be occasions when parents feel there are problems or concerns over a particular issue. For such cases this complaint procedure has been established.

Note: This procedure is primarily intended for parents who feel they have a complaint. However the same procedure may be used by Managers.

Stage 1

It is hoped that most problems or concerns can be dealt with informally between the coach and individual parents. They should be raised promptly with the coach concerned. The club expects its coaches to make every effort to resolve problems equally promptly at this informal stage.

Stage 2

If a parent is unhappy with the response they should put their concern in writing (letter or e-mail) to the coach, copying the Youth Development Officers (David Baines/Nic Baines). They should make clear they wish the matter to be dealt with as a formal complaint. The coach will investigate as appropriate and respond in writing within one week of receiving the letter or e-mail, copying it to the Youth Development Officers.

Stage 3

If the parent is unhappy with the coach's written response then the complaint should be referred to the Club Committee, by writing to the Club Secretary by letter or e-mail. The Committee will normally investigate the complaint within two weeks, depending on the availability of all concerned. The parent and/or coach may be asked to attend the meeting and speak, if the committee feels it is appropriate. The outcome of the meeting will be advised to the parent and coach in writing.

The decision of the committee is the last step in the procedure.

Exceptions

- This procedure only applies to problems or concerns arising directly from the club's activities, i.e. playing matches or training. Problems or concerns, which arise outside of these times, will only be considered if the committee believes there are exceptional circumstances.
- Allegations of racial, physical or sexual abuse should be raised immediately with the Youth Development Officer in writing.



EQUIPMENT CHECKLIST & PREPARATION FOR MATCHES

Players (and parents/guardians) should ensure that youngsters are properly prepared for coaching and matches. Please check carefully before you leave the house!

Clothing

- At all training sessions, children should ensure that they have clothing appropriate for the weather conditions, i.e. when cold: warm jumper/sweatshirt/tracksuit top over T/sports shirt, tracksuit bottoms; when wet, a waterproof jacket is essential. If required, gloves (as long as a strong grip of the stick can still be maintained) and a woolly hat are permitted.
- Baseball caps are not permitted at any times.
- Sports footwear, with a good grip, is essential. Studded football/rugby boots are not permitted.
- For matches; all players must wear green socks; for boys, black shorts; for girls, black or navy skirts. In exceptionally cold conditions, coaches may allow players to play in tracksuit bottoms. Club shirts will be provided. It is good practice to have a white shirt available at matches, in case of a colour clash.

Protective Equipment

- Shin pads **must be worn** for all training sessions and matches. Whilst standard football shin pads will offer some protection, it is better, particularly for the older players, to purchase appropriate hockey ones which include good ankle protection.
- Gum shields are not compulsory but **strongly advised**.
- Other protective equipment, e.g. a hand protector, is also available.
- The club will provide protective equipment for goalkeepers.

Hockey Sticks

- The club has a limited supply of hockey sticks for players to borrow for training sessions/matches. Please remember to return them at the end of the session/match.
- Once a player becomes more experienced, they will benefit from having their own stick. Coaches will be able to advise on appropriate ones.
- As a general guide, the appropriate length of the stick a player uses should be measured from the ground to the top of the hipbone.

Drinks/Food

- It is essential that all players bring an adequate supply of drinks to training sessions/matches. As a rough guideline you should bring at least half a litre for a one-hour session, more in hot weather. Fizzy drinks are not suitable before or during a session/match. Water is ideal.
- Please leave plenty of time between eating a meal and training/playing. Snacks such as crisps should be avoided immediately before or during a session/match.
- For some away matches, it may be appropriate to take a packed lunch and an extra drink for after the game.



Personal Medication

- Personal medication, e.g. inhalers, should be brought to all sessions/matches. The coach must be informed where they are located in case of emergency.

Preparation for matches:

1. Early to bed!
2. Good nourishing breakfast
3. High energy snack and drink (water is best NOT fizzy!)
4. Allow plenty of time to travel. Know where you are going!
5. Consult this equipment checklist!

Note - it is NOT advisable to play if you are ill! If you have to cancel please try and contact your team manager as early as possible.

ENGLAND HOCKEY DEVELOPMENT

PHOTOGRAPH/FILM FOOTAGE CONSENT FORM

Dear Parent/Guardian & Young Person,

I have been informed by the Head Coach of the Wokingham Warriors that there will be the opportunity for participants to be photographed/videoed for coaching feedback purposes.

Photos/Video will be used for the following purposes only: Internal & External Publicity

All filming and still shot photography will be captured and used in accordance with the England Hockey Child Welfare Guide (most notably, no personal identification will be labelled to any photo's or film).

It is a requirement of the England Hockey Child Welfare Policy that the consent of both parents/guardians AND the young person is obtained prior to taking photos or filming. If you are happy to give such consent please complete the form below.

Name of Event – Training & Matches

It is intended to take photographs at the above event. Please sign the appropriate sections and return to: David Baines / Sandra Dodington

Section One: To be completed by the person to be photographed or filmed:

Name (please print): _____

Contact number / Address:

Please sign this statement

I hereby grant _____ the absolute right to use the images resulting from this photo / film shoot. This includes any reproductions or adaptations of the images for all general publicity purposes.

Signature: _____ Date: ____/____/____

Section Two: To be completed by a parent / guardian of person to be photographed

Name (please print): _____

Address: _____

Please sign this statement

I hereby grant _____ the absolute right to use the images resulting from photography at the event mentioned above. This includes any reproductions or adaptations of the images for all general publicity purposes.

Signature: _____ Date: ____/____/____

Please state any specific restrictions to use:



COLTS COMMITTEE 2009/10

Membership Secretary: Sandra Dodington

Youth Development Officers - David Baines/Nic Baines

Child Protection Officer - Nic Baines / John Barlow

Fixtures Secretary - Kelly Barnby

Coaching & Team Management

U16 Team Manager - Boys - Caroline Ekins

Girls - Louise Weald

U16/18 Senior Coaches - Boys -Chris Richman / Damien Hammond

Girls - Anna Weald

U14 Team Manager - Boys - Rosemary Smart

Girls - Caroline Coombs

U14 Senior Coaches - Boys - John Sellwood

Girls - Anna Weald / Tash Sweeney

U12 Team Managers - David Baines / Nic Baines

U12 Senior Coach - John Sellwood / Steve Simpson

U8 Senior Coach - Nic Baines

Other Coaches: Seb Crebolder, Nigel Hadleigh, Rebecca Collier, Alan Baines, Sandra Dodington, Victoria Sauven, Simon Vive, Nic Palmer, Hayley Buckland, Beccy Slater

Committee Responsibilities

The Committee meet regularly to discuss issues relating to the Colts and to make prompt decisions relating to the day-to-day management of the Colts section. Sub-committees will be formed from time-to-time to deal with specific aspects of Colts business. The Colts Committee is responsible for the accounting of all revenues. We have to liaise with the WHC senior committee to ensure we cover our share of club costs. The Youth Development Officer is represented on the Club Committee.



E-MAIL ADDRESSES & TELEPHONE NUMBERS

David Baines	Youth Development Officer	youth_development@wokingham-hc.co.uk whc.colts@gmail.com	07969394369 01189 773971
Nic Baines	Child Protection Officer	whc.colts@gmail.com	07733072565
	Youth Dev. Officer	youth_development@wokingham-hc.co.uk	01189 773971
Sandra Dodington	Membership Secretary	sandra.dodington@ntlworld.com	07989096399 01189 782296
Kelly Barnby	Fixture Secretary	kellybarnby@talktalk.net	01189737157
Anna Weald	U/14 Girls Coach	aweald@teksystems.co.uk	07903321272
Caroline Coombs	U/14 Girls Manager	coombshome@gmail.com	01189786327 07855984789
John Sellwood	U/14 Boys Coach	coachinghockey@ymail.com	07983230618
Anna Weald	U/16 Girls Coach	aweald@teksystems.co.uk	07903321272
Rosemary Smart	U/14 Boys Manager	rosemarysmart@rocketmail.com	07765408292
Louise Weald	U/16 Girls Manager	louise.weald@ntlworld.com	07733327564
Chris Richman	U/16 Boys Coach	cwrichman@hotmail.com	07913886345
Damien Hammond	U/16 Boys Coach	dbh666@hotmail.com	01344 412368
Caroline Ekins	U/16 Boys Manager	caroline.ekins@btconnect.com	01189 735195

