



Tiki Taka Football Academy



Ambition + Motivation + Teamwork = Success
<https://www.tikitakafotballacademy.com>

Code Of Conduct

JOINING THE CLUB

As a club we have a responsibility to ensure that all persons whom we deploy to work with and coach players at Tiki Taka Football Academy are:

- a) suitable, safe and responsible to put in a position of trust with children and young people.
- b) qualified and knowledgeable enough to develop the skills of children and young people at the club.

Before beginning to work with young players at the club, potential coaches and volunteers are expected to:

01. Provide all documentation required for the TTFA Club Secretary to authorise a Criminal Records Check.
02. Provide the name of 2 references- one as a character reference and if possible one other who can vouch for either:
 - a) the coach/volunteer's conduct working with children or young people or
 - b) Their footballing/sport experience.References cannot be provided by family members.
03. *Coaches (not required for assistants)* - Book a place on a Manchester FA or Lancashire Safeguarding Workshop and First Aid course.
04. *Coaches (not required for assistants)* - Book a place on a Manchester FA or Lancashire Level 1 course. NB: This L1 course includes the safeguarding and medical elements required for point 02.
05. *Coaches (not required for assistants)* -Provide TTFA with evidence of the completion of these courses. (At this point, TTFA will reimburse the full cost of the Safeguarding & First Aid courses and half of the cost of the Level 1 course.)
06. Familiarise themselves with policies as directed by the club committee and sign any required club documentation.
07. Ensure that the days and times required to attend training and matches are made available and that appropriate transportation is organised.

BELONGING TO THE CLUB

Coaches and volunteers are in a position of great responsibility in the development and safeguarding of the children you they work with both in terms of personal and football development. They will inevitably be a role model, especially for the younger age groups, so it is important that they take their responsibilities seriously and conduct themselves accordingly at all times. The attitude and behaviours exhibited by the coaching team will set the tone for the players and parents they work with. Coaches and volunteers are responsible for the sporting and football development of the children, and largely responsible for their continued enjoyment of the game. It is important that the **enjoyment of the game** and the **welfare of the young players** are paramount at all times.

01. Attend suitable and required training courses and club meetings as directed by the club committee.



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02. Complete all required paperwork and respond to any correspondence as required to maintain coaching, development and safety and safeguarding standards.
03. Avoid placing undue pressure on the children. Remember that the children play football for their own enjoyment - not to fulfil any personal ambitions coaches or the parents may have.
04. Always have the correct equipment available, and ensure it is in a safe and clean condition.
05. Be aware that all kit and equipment remains the property of Tiki Taka Football Academy and should it become lost or damaged (beyond expected or reasonable wear and tear), it is the coach or volunteer's responsibility to replace it.
06. Always have a first-aid kit and water available even at training.
07. Always arrive **at least** 15 minutes before the start of training sessions and 30 minutes before any matches. If a coach or volunteer is unavailable, it is their responsibility to make suitable alternative provision.
08. Take a register at each training session and send to the Club Secretary.
09. Ensure no one smokes or drinks alcohol at match or training events.
10. Maintain a clean, well-presented and suitably attired physical appearance and wear the kit provided by Tiki Taka Football Academy.
11. Always respect the players - never harass, abuse, or otherwise humiliate the children.
12. Exhibit good sportsmanship at all times, never condone violations of the laws of the game or exhibit behaviour contrary to the spirit of the laws of the game.
13. Encourage and guide players to accept responsibility for their own behaviour and performance.
14. Do not attempt to overly control or direct the game from the side-lines. The players should be encouraged to think for themselves.
15. Show no favouritism.
16. Always be honest with players, parents, guardians and officials.
17. Always look for and encourage positive attributes or performance and effort.
18. Understand and abide by the laws, rules and spirit of the game and any competition in which the club participates.
19. Always respect the decisions of the referee and avoid words or actions which may mislead a Match Official.
20. Avoid all offensive, abusive or insulting remarks made toward any player, official, or parent in person and in any correspondence or social media.
21. Avoid being alone with individual children, especially in enclosed areas.
22. Follow the guidelines set in all other TTFA policies including, but not limited to, Safeguarding, Anti – Bullying, Equal Opportunity and Social Media policies.

SHOULD A COACH/ VOLUNTEER DEPART FROM THE CLUB

As a club we are aware that personal circumstances change and that at some point it may become unfeasible for a coach or volunteer to continue to remain at Tiki Taka Football Academy. At this point, the club has following expectations of coaches or volunteers:



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01. Provide the club committee with as much notice as possible. For the main team coach, at least 4 weeks' notice is expected to allow the club time to find and induct a new coach so that a team of children are not left unable to train or play.
02. Return all kit and equipment provided by Tiki Taka Football Academy, in a safe and reasonable condition, within 7 days of the final training session/match.
03. Avoid any offensive, abusive or insulting remarks made regarding players, coaches, officials, or parents associated with TTFA in person, in any correspondence or social media.
04. Delete any personal data associated with teams, players and parents at TTFA, for example but not limited to, e mails, parent contact numbers from mobile phones, access to Whatsapp groups.
05. Any coach or volunteer who leaves TTFA will not coach a child or young player whom they have associated with at TTFA for 18 months after the date that they depart from the club.

By reading and signing this document, coaches and volunteers agree to abide by these principles and guidelines. Tiki Taka Football Academy reserve the right remove any coach or volunteer who breaches any part of this policy with immediate effect. In addition, if deemed appropriate to protect the good name or sustainability of the club or the welfare of its members, disciplinary, monetary or legal action may be taken.