



# CSNICC POLICY PACK 2026



# CIVIL SERVICE NORTH OF IRELAND CRICKET CLUB

The Pavilion  
Stormont Estate  
Upper Newtownards Road  
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Tel: 028 90520404



Web : [www.csnicc.com](http://www.csnicc.com)

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**CASC Reference No CH10509**

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Updated February 2026

## 1. Code of Conduct for Junior Members & Parents / Carers

### Code of Conduct for Junior Members

Civil Service North of Ireland Cricket Club is fully committed to safeguarding and promoting the wellbeing 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 the Chairperson.

Sports clubs for young people should offer a positive experience where they can learn new things in a safe and positive environment.

As a member of Civil Service North of Ireland Cricket Club you are expected to abide by the following junior code of practice:

### **Civil Service North of Ireland Cricket Club believes that junior members should:**

- Be loyal and give their friends a second chance.
- Be friendly and particularly welcoming to new members.
- Be supportive and committed to other team members, offer comfort when required.
- Not get involved in inappropriate peer pressure and push others into something they do not want to do.
- Keep within the defined boundary of the playing/coaching area.
- Behave and listen to all instructions from the coach. Play within the rules and respect the official and their decisions.
- Take care of equipment owned by the club.
- All members must respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background or religious beliefs or sexual identity.
- Refrain from the use of bad language or racial/sectarian references. This includes bullying using new technologies like chat-rooms or texting.

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- Refrain from bullying or persistent use of rough and dangerous play.
- 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 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.
- Show respect to other youth members/leaders and show team spirit.
- Keep themselves safe.
- Report inappropriate behaviour or risky situations for youth members.
- Play fairly and be trustworthy.
- Respect officials and accept decisions.
- Show appropriate loyalty and be gracious in defeat.
- Challenge or report the bullying of your peers.
- Respect opponents.
- Not cheat or be violent/aggressive.
- Not use violence.
- Make your club a **fun** place to be.

## **Junior Members have the right to:**

- Be safe and happy in their chosen activity.
- Be listened to.
- Be respected and treated fairly.

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Vice President: Alison Cowan

Chairperson: Andrew Cowden  
Vice Chairperson: Trevor Dalzell

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- Privacy.
- Enjoy your sport in a protective environment.
- Be referred to professional help if needed.
- Be protected from abuse by other member or outside sources.
- Participate on an equal basis, appropriate to their ability.
- Experience competition and the desire to win.
- Be believed.
- Ask for help.

Any misdemeanours and general misbehaviour will be addressed by the immediate coach and reported verbally to the designated person. Persistent misbehaviour will result in dismissal from the club/sport. Parents will be informed at all stages.

Dismissals can be appealed by the coach/volunteer with final decisions taken by the club committee or referred to the governing body depending on the disciplinary procedures within the sport.

## **Parental consent is defined by the children (NI) Order 1995 Article 6 (i)**

- Natural mother always has parental responsibility.
- Natural father gains parental responsibility:
  - If married to the mother at the time of birth or subsequently marries her.
  - Through an agreement witnessed by solicitor or a Parental Responsibility Order.
  - Post 15 April 2002 if they jointly register the baby's birth.

## **Code of Conduct for Parents / Carers**

**Civil Service North of Ireland Cricket Club believes that parents/guardians/carers should:**

- Complete and return the Consent Form pertaining to their child's participation with the Club
- Be role models for your child and maintain the highest standards of conduct when interacting with children, other parents, with officials and organisers
- Always behave responsibly and not seek to affect unfairly the game / player

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- Never intentionally expose any young participant to embarrassment or disparagement by the use of flippant or sarcastic remarks
- Positively reinforce their child/young person and show an interest in their chosen activity. Support your child's involvement and help them to enjoy their sport.
- Do not place their young person under pressure or push them into activities they do not want to do.
- Always recognise the value and importance of the volunteers who provide sporting/recreational opportunities for your child.
- Do not question publicly the judgement or honesty of umpires, managers, selectors or coaches. Respect umpires, coaches, organisers and other players
- Encourage your child to play by the rules. Teach your child that honest endeavour is as important as winning and do all you can to encourage good sportsmanship.
- Set a good example by applauding good play on both sides. Encourage mutual respect for teammates and opponents
- Support all efforts to remove abusive behaviour and bullying behaviour in all its forms.
- Detail any health concerns pertaining to their child on the consent form. Any changes in the state of the child's health should be reported to a member of management/coaching team before coaching sessions
- Deliver and collect the child punctually to and from coaching sessions/matches.
- Ensure their child is properly and adequately attired for the weather conditions of the time, including shorts, shirt, socks, tracksuit, sweat-tops, hat, gloves, etc. (insert sports specific requirements)
- Ensure that proper footwear and protective equipment are worn at ALL times in accordance with Health and Safety Regulations. Any child not in possession of the fundamental requirements will not be permitted to participate.
- To inform the coach prior to departure from the field of play if child is to be collected early from a coaching session.
- Behave responsibly on the sidelines; do not embarrass your child.
- Use correct and proper language at all times.
- Promote their child's participation in playing sport for fun.

## PARENTS/GUARDIANS HAVE THE RIGHT TO

- Know their child is safe.
- Be informed of problems or concerns relating to their children.
- Be informed if their child is injured.
- Have their consent sought for issues such as trips or tours.
- Contribute to decisions within the club.
- Complain if they have concerns about the standard of coaching.

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Any misdemeanors and breach of this Code of Conduct will be dealt with immediately by a Civil Service North of Ireland Cricket Club official and reported to the club committee. Persistent concerns or breaches will result in the parent/guardian being asked not to attend games/coaching sessions if their attendance is detrimental to the child's welfare.

The ultimate action should a parent/guardian continue to breach the code of behaviour may mean the Civil Service North of Ireland Cricket Club officials regrettably asking the child to leave the club.

## **NOTE:**

**During the Registration process to join our club, you will have ticked acceptance of this policy. Please make yourself familiar with it. Copies of this can be download from our website [CSNICC.COM](http://CSNICC.COM)**

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## 2. CSNICC Code of Conduct for Managers / Coaches / Volunteers / Club Captains

### Managers / Coaches / Volunteers / Club Captains should:

- Be positive during sessions, praise and encourage effort as well as results
- Plan and prepare appropriately (punctuality)
- Put welfare of young person first
- Encourage fair play, treat participants equally
- Recognize developmental needs
- Be up to date with knowledge and skill of sport for young people
- Involve parents where possible and inform parents when problems arise
- Keep record of attendance at training
- Keep a brief record of injury(ies) and action taken
- Keep a brief record of problem/action/outcomes, if behavioral problems arise

### Unless the express permission of parents is given, Managers / Coaches / Volunteers Club Captains should avoid:

- Spending excessive amounts of time with children away from others
- Taking sessions alone
- Taking children to your home
- Taking children on journeys alone in their car

### Managers / Coaches / Volunteers / Club Captains must NOT:

- Use any form of punishment or physical force on a child
- Exert undue influence over a participant in order to obtain personal benefit or reward
- Engage in rough physical games, sexually provocative games or allow or engage in inappropriate touching of any kind, and /or make sexually suggestive comments about, or to a child
- Take measurements or engage in certain types of fitness testing without the presence of another adult.
- Undertake any form of therapy (hypnosis etc.) in the training of children

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- Use videoing or photography equipment without the consent of the participant and his or her Parent / Guardian / Carer. (please refer to Player Registration form and CSNICC Video & Photography Policy)
- Communicate directly with any child under the age of 18 by way of electronic or multimedia forms of communication without the written consent from his or her Parent / Guardian / Carer.

## **Managers / Coaches / Volunteers Club Captains have a right to:**

- Ongoing training and information with regard to child protection issues
- Support in the reporting of suspected abuse
- Access to professional support services
- Fair and equitable treatment by CSNICC
- Be protected from abuse by children / youths, other adult members and parents
- Not to be left vulnerable when working with children

Any misdemeanors or general misbehaviour will be dealt with immediately and reported verbally to CSNICC Chairperson. Persistent breaches of the code will result in dismissal from CSNICC activities. Dismissals can be appealed with the final decision being taken by the Committee of CSNICC.

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## 3. CODE OF CONDUCT FOR PLAYERS

Civil Service North of Ireland Cricket Club is committed to promoting and maintaining the highest standards of behaviour and conduct both on and off the field. This Code of Conduct applies to all players, officials and members of the club and any match played under the auspices of Civil Service North of Ireland Cricket Club.

**All players are asked to read and abide by the following:**

### Before Play

1. Players must inform a member of the selection committee on or before selection meetings (Monday evenings) if they are unavailable for the following Saturday.
2. Players will be informed by the respective captain of their selection and the required meeting time.
3. Players who become unavailable after teams have been selected must inform the captain of the team for which they have been selected immediately, by phone.
4. Late 'cry-offs' (Friday night or Saturday morning) disrupt your team and lower teams and are only acceptable in exceptional circumstances. Players who do not have an acceptable reason for such instances may jeopardise their selection for future games. Players who fail to turn up for a game will be asked to provide an explanation to the selection committee and if this is deemed unacceptable may be subject to suspension or any other sanction deemed appropriate.
5. Senior practice schedule will be subject to change with the latest version published on our website / Social Media channels.
6. 1st XI players are expected to attend at least one practice per week. Players in teams below the first eleven are expected to do their best to attend one practice evening per week. All players improve their chance of selection if they regularly attend practice.
7. All players are expected to play in CSNICC kit

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## On the Field

1. The Captains are responsible at all times for ensuring that play is conducted within the Spirit of Cricket as well as within the Laws.
2. Players, club officials and members must at all times accept the Umpire's decision. Players must not show dissent at the Umpire's decision or react in a provocative or disapproving manner towards the Umpire at any time.
3. Players, club officials and members shall not at any time intimidate, assault or attempt to intimidate or assault an Umpire, another player, or a spectator.
4. Players, club officials and members shall not use crude and/or abusive language towards an Umpire, another player or spectator, or make offensive gestures or deliberately attempt to distract an opponent through verbal or physical action.
5. Players, club officials and members shall not make racial or sectarian comments or indulge in racial or sectarian actions against fellow players, opposition players, officials, members or supporters. Civil Service North of Ireland Cricket Club operates an 'open door' membership policy welcoming membership from all sections of the community.
6. Players will not be allowed to play if the Captain deems they are under the influence of alcohol or any other substance. In the event of this happening the player will be disciplined by the Club.
7. Players in teams below the first eleven must take their turn in umpiring, scoring or performing other tasks as instructed by the Captain.
8. All players must accept the decisions made by the Captain on the pitch without question.

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## 4. Anti-bullying Policy

CSNICC is committed to providing a caring, friendly and safe environment for all our children, so they can train and play in a relaxed and secure atmosphere. Bullying of any kind is unacceptable in our clubs. If bullying occurs, all children should be able to tell somebody, and know incidents will be dealt with promptly and effectively.

The Anti-Bullying Policy applies to all members – young people, parents, coaches, anyone watching or supporting the game and any others who help and assist with club activities. It is the responsibility of everyone in the club to put this Anti-Bullying Policy in place and to help the club to be a safe, enjoyable place for young people. The Children's Officer should discuss the policy with the young people and parents/guardians in the club and have it readily available.

### What is bullying?

Bullying is the repeated use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying can take many forms, including:

**Emotional:** being unfriendly, excluding, tormenting (for example: hiding kit/belongings, or making threatening gestures)

**Physical:** pushing, kicking, hitting, punching or any use of violence

**Racist:** racial taunts, graffiti and/or gestures

**Sexual:** unwanted physical contact or sexually abusive comments

**Homophobic:** because of, or focusing on, the issue of sexuality

**Verbal:** name-calling, sarcasm, spreading rumours and teasing

**Cyber:** bullying behaviour online or via electronic communication (email and text, social media etc) Misuse of associated technology, such as camera and video facilities

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## How to Recognise Bullying Behaviour

- People who behave in a bullying manner can be recognised by:
- Being intentionally hostile, aggressive; this can be without reason
- An imbalance of power between groups and/or individuals; where the one person/group exerts their power over another individual or group
- Gaining satisfaction from their bullying behaviour
- Causing harm to the target of bullying behaviour

**Why is it important to respond to bullying?** Bullying hurts. No one should experience bullying behaviour. Everyone has the right to be treated with respect. Children who are displaying bullying behaviour also need to learn different ways of behaving. Cricket clubs have a responsibility to respond promptly and effectively to issues of bullying. Note that harmful behaviour can be directed towards either a person or a group.

## Impact of bullying behaviour

Bullying behaviour has an impact on everyone involved. For the person who is the target of bullying behaviour, the effects can be felt psychologically and physiologically. The person who is responsible for the bullying behaviour may also show signs of low self-esteem. If the person who is behaving in a bullying manner is an adult in the club, other young people may be afraid to speak out because of the consequences, i.e. they may be afraid of not being picked for activities or left out of team selections.

## Dealing with bullying behaviour involving young people

There are generally two ways to deal with bullying behaviour between young people: IMMEDIATELY AS AN ISSUE HAPPENS – This involves the person in charge being aware or told something is happening and seeking to resolve the issue at the time.

AFTER AN ISSUE HAPPENS – This can be used if an immediate response does not resolve the issue straight away or the behaviour only becomes apparent later. If the bullying behaviour continues it may involve a disciplinary/complaints process.

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## Procedures for dealing with bullying

- Report bullying incidents to the Club Children's Officer. If the person the concern is about, go to another committee member
- If the individual is U18, the parent should be informed and invited to a meeting to discuss the problem
- In cases of serious bullying, or continuous bullying, the incidents will be dealt with by the disciplinary committee, and if unresolved, reported to the Provincial Union and then Cricket Ireland, at which point the Safeguarding panel, if appropriate, would advise on actions
- Please note the CCO or DLP can contact the NSO at any point throughout this process. If necessary, an appropriate agency such as the PSNI will be consulted
- The bullying behaviour or threats of bullying must be investigated, and the bullying stopped quickly
- An attempt will be made to help the person/s displaying bullying behaviour change their behaviour
- In cases of adults reported to be bullying cricketers under 18, the club disciplinary committee will aim to resolve the issue and Cricket Ireland Safeguarding Officer will be notified immediately
- In extreme cases, persons could be suspended from the Club.

## Outcome of dealing with the issue

The Children's officer and the parents, should be informed as soon as possible and kept informed of the issue and how it was dealt with. This encourages parents to support the policy of dealing with issues immediately to the benefit of all involved. It is important to check the bullying behaviour does not continue by observing the group, checking in with those involved, and to encourage all club members to talk to a trusted person if they are worried about bullying behaviour. If the bullying continues, the issue will go to the disciplinary committee, and then to the National Safeguarding Panel.

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## 5. Changing room Policy for Children

All Cricket Ireland-affiliated cricket clubs must adopt this Changing Room Policy or incorporate it into their existing policy according to their facilities.

The following provides a guidance for a Changing Room Policy to be developed within the club. These guidelines apply to adults and children sharing changing facilities. Clubs should identify and develop a framework that best suits their changing arrangements. For this they should take account of the facilities available, access to those facilities, and the number of children involved.

**Best practice principles to be adopted by clubs, wherever possible, are as follows:**

- Mobile phones must not be used in changing rooms at any time
- In so far as is possible, children should arrive to all their matches changed into their appropriate clothing
- If adults and children need to share a changing facility, the club must have consent from parents that their child(ren) can share a changing room with adults in the club
- Adults should allow children to use the changing room to get changed first. When they are finished the adults can then use it
- Adults must not change, or shower, at the same time as children when using the same facility as children
- Adults should try to change at separate times to children during matches, for example, when children are padding up
- Where children play for open-age teams, they and their parents need to be made aware of the changing room policy of the club
- Mixed gender teams must have access to separate male and female changing rooms or create a policy on changing at different times
- If children are uncomfortable changing or showering at the club, no pressure should be placed on them to do so. Suggest, instead, that they may change and shower at home.

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## 6. Missing Child Policy

CSCNICC understands and accepts that at times children and young persons can wander off without advising the coach or a responsible adult.

This policy sets out our commitment to ensure that proper procedures are followed and the steps to take if a child/young person goes missing at an event or club night.

### What steps to take if a child goes missing:

- Report the incident to the event manager or nominated person.
- Ensure all other children/young people are adequately supervised while a search for the missing child is carried out.
- Gather all available responsible adults and divide up the area to be searched, allocating each adult to an area.
- Give a specified time and location for all adults to report back to the event manager or a nominated person
- Ensure all those searching have a contact number for the event manager or nominated person

After the initial search of the immediate surroundings is carried out and the child has not been found, contact the child's parent/guardians to advise them of the concern. Reassure them that you are doing all you can to find the child.

The event manager or nominated person should record details on the circumstances in which the child has went missing and where they were last seen. A detailed physical description of the child should be recorded to include their:

- Eye and hair colour
- Approximate height and build
- Clothing they were last seen wearing as this will be required by the PSNI.

If a PA system is available, an announcement can be made asking the child to report to a specific area. It should be avoided announcing that a child is missing.

If the search is unsuccessful, the concern should be reported to the PSNI.

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The PSNI may provide further advice before they become involved. Please follow any guidance they provide and maintain close contact with them.

At any given point of the investigation, if the child is located ensure that all adults involved in the search, their parents/guardians and PSNI are informed.

## **What steps to take if you find a lost child:**

Report the incident to the event manager or nominated person.

Any child/young people U16 must be brought to a 'Safe Area' until collected by a parent/guardian or a member of aPSNI. Any child/young person over the age of 16 will be free to leave once the necessary 'found child form' has been filled in.

A responsible adult (Over 18) must collect the child/young person who has been found. The child/young person should seem comfortable around them and that they are showing responsibility for the child/young person. The responsible adult is considered not to pose an obvious threat to the child/young person.

If the child/young person seems reluctant or hesitant to go with the adult or other group members, consider contacting an PSNI for further advice.

The responsible adult may be asked for proof of ID by the event manager or nominated person.

If a child/young person isn't collected by the end of the event/club night and if there has been no contact with their parent/guardian, an PSNI will take the child/young person into their care.

The health, wellbeing and comfort of the child/young person is always of utmost importance.

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## 7. Personal data / Privacy policy

**CSNICC** is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, CSNICC is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

### What personal data we hold on you?

You may give us information about you by filling in forms at training, coaching sessions or online, or by corresponding with us by e-mail or otherwise. This includes information you provide when you register with the Club. The information you give us may include your name, date of birth, address, e-mail address, phone number(s), name of previous clubs with which you may have previously registered, School (if applicable) and gender. We may also ask for relevant health or dietary information or other data which is classed as special category personal data.

### Why we need your personal data

The reason we need your Data is to be able to administer your membership and provide the membership services you are signing up to when you register with the club. Our lawful basis for processing your personal data is that we have an obligation to you as a member to provide the services you are registering for.

### Reasons we need to process your data include:

#### For training, coaching and competition entry

- sharing personal data with club coaches or officials to administer training sessions;
- sharing personal data with club team managers for the purpose of social events; and
- sharing personal data with the Northern Cricket Union and/or Cricket Ireland and other competition providers for entry in events.

#### For funding and reporting purposes

- sending an annual club survey to improve your experience as a club member.

#### For membership and club management

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processing of membership forms and payments; sharing data with committee members to provide information about club activities, membership<sup>[SEP]</sup> renewals or invitation to social events; and publishing of competition results and pictures (where approved agree separately). <sup>[SEP]</sup>Any special category health data we hold on you is only processed for the purpose of passing health data to coaches to allow the safe running of training sessions. We process this data on the lawful basis of consent.

Therefore, we will also need your explicit consent to process this data, which we will ask for at the point of collecting it. <sup>[SEP]</sup>The club has the following social media pages; Facebook, Twitter & Instagram. All members are free to join these pages. If you join one of the Social Media pages, please note that provider of the social media platform(s) have their own privacy policies and that the club do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on the club social media pages.

## **Who we share your personal data with**

When you become a playing member of the Club, you will also automatically be registered with the Northern Cricket Union.

If you have any questions about the continuing privacy of your personal data when it is shared with the Northern Cricket Union please contact them separately.

The Club does not supply any personal data it holds for this purpose to any other third party. The Club's data processing requires your personal data to be transferred outside of the UK for the purpose of cloud hosting. Where the Club does transfer your personal data overseas it is with the appropriate safeguards in place to ensure the security of that personal data.

## **How long we hold your personal data**

We will hold your personal data on file for as long as you are a member or part of a coaching program with us. Your data is updated every year on annual membership/coaching forms. Any personal data we hold on you will be securely destroyed after five years of inactivity on that member's account. Your data is not processed for any further purposes other than those detailed in this policy.

## **Your rights regarding your personal data**

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of your personal data.

As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us we may not be able to register or administer your membership.

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## **NOTE:**

**During the Registration process to join our club, you will have ticked acceptance of this policy. Please make yourself familiar with it. Copies of this can be download from our website [CSNICC.COM](http://CSNICC.COM)**

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## 8. Safeguarding Children and Young People Policy

The Club at all times will have and uphold a "Safeguarding Children and Young People Policy". This may also be referred to as our "Child Protection Policy". The General Committee will be responsible for this Policy and ensure that a copy of this Policy is maintained on the Club Website.

**This Safeguarding Policy is based on guidelines and legislation outlined in the following documents:**

- Code of Ethics and Good Practice for Children's Sport, Sport Northern Ireland 2006.
- Children (NI) Order 1995.
- Our Duty to Care NI, DHSSPS 2007.
- Getting It Right, DHSSPS 2004.
- Co-operating to Safeguard Children DHSSPS 2003.
- Protection of Children And Vulnerable Adults (NI) Order Information Notes 1 -3.
- Area Child Protection Committee - Regional Child Protection Policy 2005.
- Safeguarding Vulnerable Groups (NI) Order 2007.

**Our Policy Statement is as follows:**

We at CSNICC are committed to good practice which protects children from harm. Staff and volunteers accept and recognise their responsibility to provide an environment which promotes the safety of the child at all times. To achieve this we will:

- Develop an awareness of the issues which may lead to children being harmed.
- Create an open environment by identifying a 'Designated person' to whom the children can turn to if they need to talk.
- Adopt child centred and democratic coaching styles.
- Adopt Safeguarding guidelines through Codes of Conduct for members and all adults working at the club. Adult workers include coaches, parents and volunteers.

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- Ensure careful recruitment, selection and management procedures. These procedures will include regular support and supervision is provided to staff/volunteers.
- Ensure complaints, grievance and disciplinary procedures are included in our constitution.
- Share information about concerns with children and parents and others who need to know.
- Provide information as required to the management committee.
- Ensure good and safe working/playing practices.
- Be involved in training made available through the various agencies and strengthen links with these agencies.
- Keep Safeguarding policies under regular review (every three years minimum).
- Have procedures relating specifically to bullying, away trips, transport and use of photography.

Have an induction document available for parents, coaches and children clearly outlining their rights and responsibilities.

## **NOTE:**

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## 9. CSNICC SOCIAL MEDIA POLICY

### POLICY OVERVIEW AND PURPOSE

Social media is a vital means of communication of information about cricket in the NCU; it serves to inform and to promote the game. This policy seeks to encourage the use of social media whilst providing guidance to minimise risk and protect those involved.

This policy is complementary to the CSNICC's core values of fair play, equality, integrity and respect and accords with the safeguarding principles of Cricket Ireland's Code of Ethics & Good Practice.

### COVERAGE

This policy applies to **all** persons who are involved with the activities of the CSNICC.

### SCOPE

Social media refers to any online tools or platforms that allow communication or content sharing via the internet. This includes:

- Social networking sites (e.g. Facebook, Twitter, LinkedIn, etc)
- Video and photo sharing websites or apps (e.g YouTube, Instagram, Flickr, TikTok, etc)
- Blogs and microblogging platforms (e.g. Tumblr, Wordpress, etc)
- Live broadcasting apps (e.g. Periscope, etc)
- Podcasting
- Online encyclopaedias (e.g. Wikipedia)
- Instant messaging (e.g. WhatsApp, Snapchat, etc)
- Public and private discussion boards and forums
- Any other technologies that permit the uploading and sharing of content

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## This policy is applicable when using social media:

### USING SOCIAL MEDIA IN AN OFFICIAL CAPACITY

Before posting any content on social media in relation to the CSNICC you must be authorised either by the Chairperson or the Committee to do so. The only official CSNICC platforms are Facebook, Twitter & Instagram and only designated persons have access to these handles.

### GUIDELINES

You must adhere to these guidelines when using social media relating to CSNICC or cricket within the NCU.

- Use common sense. If you are unsure as to whether to post content, refrain from doing so until you have sought advice from others.
- Protect privacy. Refrain from posting any content (even where only intended to be shared privately) unless you are sure that you would be happy for anyone to see it.
- Be honest. Do not say anything which is untrue or misleading. If you are in doubt, check the source of the information and if you remain unsure, do not post.
- Respect confidential information. Do not post content where consent has not been sought and given.
- Seek permission to use images from the owner of the copyright.
- Do not post anything which contains illegal or indecent content, including anything which is defamatory or vilifying.
- Do not post any content which is offensive, harassing, intimidating, bullying, racist, sexist, sectarian, hateful or otherwise inappropriate.
- If you make an error in posting content, correct it without delay and accept responsibility for the mistake.

### POLICY BREACHES

Breaches of this policy include, but are not limited to:

- Posting or sharing any content which is abusive, harassing, threatening, demeaning or defamatory.

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- Posting or sharing any content which includes obscene, insulting, offensive or hateful language.
- Posting or sharing any content which if said in person during a game would constitute a breach of the Disciplinary Bye-Laws.
- Posting or sharing any content which is illegal.
- Posting or sharing any content which gives rise to or condones discrimination on the grounds of sex, sexual orientation, race, religion or political belief.
- Posting or sharing any material which infringes the intellectual property rights of others.
- Posting or sharing any information which was provided by CSNICC on a confidential basis.
- Posting or sharing any content which brings CSNICC, its officials, members or sponsors into disrepute.

## REPORTING A BREACH

If you notice inappropriate content online in relation to any matter pertaining to CSNICC and/or its members, you should report this immediately to the Chairperson of CSNICC.

## INVESTIGATION

Any breach of this policy may be investigated in accordance with the Disciplinary procedures and, if considered necessary, may be reported to the police.

## NOTE:

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## 10. Policy and Procedures on use of Videoing and Photography involving U18 members

CSNICC has adopted this policy in relation to the use of images of U-18 cricketers on its website and Social Media feeds as there have been concerns about the risks posed directly and indirectly to children and young people through the use of photographs on sports websites and other publications.

### Rules to guide the use of photography:

- If a U-18 cricketer is named, avoid using their photograph
- If a photograph is used, avoid naming the cricketer if U-18
- Ask for parental permission to use their image. This ensures that they are aware of the way the image is to be used to represent the sport. (See player registration/consent form)

Amateur photographers / film / video operators wishing to record a U-18 practice session should seek accreditation with the leader of session.

When commissioning professional photographers or inviting the press to an activity or event, CSNICC will aim to ensure that they are clear about our expectations of them in relation to child protection. Professional photographers / film / video operators wishing to record an event or practice session should seek accreditation with the event organiser by producing their professional identification for the details to be recorded.

### CSNICC will then:

- Provide a clear brief about what is considered appropriate in terms of content and behaviour.
- Issue the photographer with identification which must be worn at all times.
- Keep a record of accreditations.
- Not allow unsupervised access to athletes or one to one photo sessions at events.
- Not approve / allow photo sessions outside the events or at a player's home.

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## **Videoing as a coaching aid:**

Video equipment can be used as a legitimate coaching aid. However, permission should first be obtained from the player and the player's parent / guardian. Anyone concerned about any photography or videoing taking place at events or training sessions can contact CSNICC Child Welfare Officer (contact details can be found on the CSNICC website) and ask them to deal with the matter.

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