

Code of Practice for Snooker Coaches

Rights, Relationships and Responsibilities

Snooker coaches, leaders and instructors play a critical role in the development of any snooker activity, and in the lives of the players they coach. Good snooker coaches ensure participants have positive experiences, so they are more likely to continue and achieve their potential within the sport.

Snooker coaches must demonstrate a high degree of honesty, integrity and competence. The need for coaches to understand and act on their responsibilities is vital to the sport, as is the need to promote participation for fun and enjoyment, as well as achievement. This is implicit in good snooker coaching practice and promotes a professional image.

Someone engaged in coaching may do so under the title of activator, coach, instructor, teacher or leader in a volunteer or professional capacity. Regardless of the badge they wear or status, this Code of Practice applies to all those who help others to achieve their chosen goals within snooker.

Rights:

Snooker coaches must respect and champion the rights of every snooker player to participate in snooker.

Your Responsibilities

Snooker coaches should:

- create an environment where any player has the opportunity to play snooker
- maintain an environment free of fear and harassment
- recognise the rights of all players to be treated as individuals
- recognise the rights of players to seek advice from other snooker coaches and experts
- promote the concept of a balanced lifestyle, supporting the well-being of participants players in and out of the sport.

Your Behaviour

- Treat all snooker players with respect at all times
- Do not discriminate on the grounds of gender, marital status, race, colour, disability, sexual identity, age, occupation, religious beliefs or political opinion
- Do not allow any form of discrimination to go unchallenged
- Do not publicly criticise or engage in demeaning descriptions of others
- Be discreet in any conversations about a player, snooker coaches or any other individuals
- Communicate with and provide feedback to players (and others) in a way that reflects respect and care
- Remember – treat people how you would wish to be treated yourself.

Relationships

Snooker coaches must develop a relationship with their players (and others) based on openness, honesty, mutual trust and respect

Your Responsibilities

Snooker Coaches:

- must not engage in behaviour that constitutes any form of abuse (physical, sexual, emotional, neglect, bullying)
- should promote the welfare and best interests of their snooker players
- must avoid sexual intimacy with snooker player, either while coaching them or in the period of time immediately following the end of the coaching relationship
- must take action if they have a concern about the behaviour of an adult towards a child or adult at risk
- should empower snooker players to be responsible for their own decisions
- should clarify the nature of the coaching services being offered
- should communicate and cooperate with other organisations and individuals in the best interests of snooker players.

Your Behaviour

- Be aware of the physical needs of snooker players (especially at the developmental stage) and needs of children and young people, and ensure that training loads and intensities are appropriate
- Ensure that physical contact is appropriate and necessary, and is carried out within recommended guidelines with the players full consent and approval
- Do not engage in any form of sexually related contact or activity with any snooker player for whom you have responsibility. This extends to sexual innuendo, flirting or inappropriate gestures and terms. Coaches are in a position of power and trust in relation to participants. By entering into an intimate/sexual relationship with a snooker player, a coach may be deemed guilty of abusing this position and, in relation to children and young people, this may be unlawful
- Inform parents/guardians immediately if you are at all concerned about the welfare of a child, unless there are concerns that this would not be in the interests of the child
- Know and understand the WPBSA/EPBSB child protection/safeguarding policies and procedures, and follow them including who to contact for help and support
- Follow the reporting procedures laid down by the WPBSA, EPBSB, your club or employer if you have a concern – non-action is unacceptable
- Arrange to transfer a player to another snooker coach if it is clear that an inappropriate or intimate relationship is developing
- Discuss with parents/guardians and other interested parties the potential impact of the coaching programme on the participant
- Respect snooker players opinions when making decisions about their participation in their sport
- Encourage snooker players to take responsibility for their own development and actions
- Allow snooker players to discuss and participate in the decision-making process
- Discuss and agree with participants what information is confidential
- Inform snooker players or their parents/guardians of the requirements of the coaching programme including the coaching methods and resources which will be used
- Inform snooker players or their parents/guardians of any potential costs involved in accessing the coaching services on offer
- Be aware of and communicate any conflict of interest as soon as it becomes apparent
- Do not work with any other snooker coach's player without first discussing or reaching agreement with both snooker coach and participant

- Identify and agree with snooker player which other experts or organisations could offer appropriate services.

Personal Standards

Your Responsibilities

Snooker coaches must demonstrate proper personal behaviour and conduct at all times during:

- Coaching lessons
- Snooker tournaments
- World snooker Tour Cue Zone Activities
- And any other related snooker coaching engagement

Snooker Coaches:

- must be fair, honest and considerate to snooker players and others in their sport
- should project an image of health, personal hygiene and functional efficiency
- must be positive role models for snooker players at all times.

Your Behaviour

- Operate within the rules and the spirit of snooker, visit <https://wpbsa.com/rules/> for the latest rules if required
- Educate snooker players on issues relating to the use of performance-enhancing drugs in snooker and cooperate fully with UK Anti-Doping, UK Sport and governing body policies. Visit <https://globaldro.com/UK/search> to check for banned substances
- Maintain the same level of interest and support when a snooker player is sick or unable to play for any reason
- Display high standards in use of language, manner, punctuality, preparation and presentation
- Encourage snooker players to display the same qualities that a snooker coach would display
- Do not smoke, drink alcohol or use recreational drugs before or while coaching. This gives a negative image and could compromise safety
- Display control, respect, dignity and professionalism to all involved in your snooker coaching sessions.

Professional Standards

To maximise the benefits and minimise the risks to snooker players, coaches either in a volunteer or professional capacity must attain an appropriate level of competence through qualifications, and a commitment to ongoing training to ensure safe and correct practice.

Your Responsibilities

Snooker Coaches should:

- Ensure the environment is as safe as possible, considering and minimising possible risks
- Promote safe and correct practice in line with your accredited coaching certification and attendance on the UK Coaching/NSPCC Safeguarding and Protecting Children – A Guide for Sportspeople workshop
- Be professional and accept responsibility for their actions
- Make a commitment to providing a high-quality service to their players
- Actively promote the positive benefits to society of participation in snooker, including the contribution it makes to achieving improved health, well-being and educational outcomes for children and young people
- Contribute to the development of snooker coaching by exchanging knowledge and ideas with others, and by working in partnership with other agencies and professionals
- Gain qualifications appropriate to the level at which they coach.

Your Behaviour

- Follow the policies and procedures of the WPBSA: <https://www.wpbsa.com> and the EPSB: <https://www.epsb.co.uk>
- Plan all sessions so they meet the needs of snooker players and are progressive and appropriate
- Maintain appropriate records of your participants' progress
- Recognise and accept when it is appropriate to refer a player to another coach or specialist
- Seek to achieve the highest appropriate level of qualification available <https://wpbsa.com/participation/coaching/qualifications-and-levels/>

- Seek continuing professional development (CPD) opportunities to develop your snooker coaching skills and competencies, and update your knowledge. Visit UK Coaching at <https://www.ukcoaching.org> or 1st4Sport at <https://www.1st4sportqualifications.com>
- Be aware of relevant social issues and how your snooker can contribute to local, regional or national initiatives
- Actively contribute to local, regional and national initiatives to improve the standards and quality of coaching both in snooker and sport in general. EPSB: <https://www.epsb.co.uk> WWS: <https://www.epsb.co.uk> WDBS: <https://www.wdbs.info> World Billiards: <https://world-billiards.com>
- Work in an open and transparent way that encourages other snooker coaches to contribute to or learn from your knowledge and experience
- Use self-analysis and reflection to identify your developmental needs
- Manage your lifestyle and snooker coaching commitments to avoid the burnout that might impair your performance
- Do not assume responsibility for any role for which you are not qualified or prepared
- Do not misrepresent your level of qualification
- Promote good snooker coaching practice in others and challenge any poor practice you observe.

Social Media Guidelines for Coaches

These guidelines are designed to provide helpful, practical advice on using social media effectively. To set the parameters for these social media guidelines, you should keep in mind three things:

1. We live in a society that promotes free speech and freedom of expression; it is generally expected that persons playing sport at a professional level or associated with a professional sport should reflect the values of the society it represents
2. Anything that you post is public and visible so you must be responsible in what you post
3. Coaches social networking pages are monitored so please make sure that you adhere to these guidelines.

Do's

DO...Promote your coaching page.

Feel free to use the title "WPBSA World Snooker Coach" in your coaching profile page.

DO...Show your personality.

Being yourself and letting your personality shine is what will set you apart. However, try to avoid any humour that might be considered in bad taste.

DO...Remember everyone can see you.

Before you write anything, remember that it's public and anyone can take your words and put them in a newspaper, on a website or the TV. Media will be monitoring social media and will use your words as quotes. Pause and think carefully before you mention anything about you or other sports persons.

DO...Be responsible.

You are personally responsible for the content you provide and how you behave online. Be careful and if you're in doubt, don't post it.

DO...Report anything that concerns you.

If you see any comments or photos that concern you or you feel in the course of a conversation that somebody may need help or be in danger, report it to the relevant authority.

Don'ts

DON'T...Insinuate that you are employed by WPBSA or World Snooker.

DON'T...Talk negatively about other competitors, countries, organisations or brands.

Any gossip or slanderous comments can be easily highlighted and taken the wrong way. Remember that you are an ambassador for your sport.

DON'T...Swear.

Even suggestions of foul or abusive language by replacing letters with symbols e.g. s@£t should be avoided. Similarly, don't get into disputes with your audience – instead, show that you have listened and be responsive in a positive manner.

DON'T...Assume anything you delete will completely disappear

It's almost impossible to completely remove information on social networking sites even if you "remove/delete" it from the original source. There is no way of knowing where it may have been reposted. So think before you post.

DON'T...Be provoked into responding.

There are accounts set up to provoke you into controversial discussions or to respond to abuse. These accounts are often anonymous or created using false details and the only person who is identifiable is you. If someone provokes you in this manner, just ignore or block them

Monitoring and Anti-Corruption

The WPBSA has built up an international network to combat the risk of corruption in the sport. This includes a partnership with the International Centre for Sports Security in Qatar and the WPBSA monitor betting patterns worldwide. We work closely with the Gambling Commission, other regulators and betting operators worldwide.

The WPBSA works in partnership with Quest who provide an Integrity Unit and confidential contact lines. The Integrity Unit will assess and analyse information received on a confidential basis, reporting to the WPBSA Disciplinary Committee chair any matters that it considers may require further investigation and regulatory action.

Through the network of contacts and working with partners the WPBSA will usually be made aware of suspicious betting patterns in relation to a match before it is played. The message is that if a player seeks to provide inside information to persons in order for them to make money through betting, or manipulate any aspect of a match, they will be caught and will be dealt with under the WPBSA Members Rules Betting Rules, where the maximum penalty is a life ban from any involvement with the sport.

The WPBSA welcomes any information relating to corruption in snooker or billiards, including information on match fixing, gambling in snooker or billiards by participating players, or any other information relating to attempts by potential corruptors to compromise the players or match officials in any manner. Such information can be passed to the Integrity Unit either through a confidential email:

- WPBSA Integrity Unit: nigel.mawer@wpbsa.com
- Confidential Telephone Hotline: 0207 034 3401
- Confidential Email Address: snooker@integrityunit.com

The identity of any person sharing information will be kept strictly confidential and will not be revealed to anyone without the specific permission of the person providing the information.

The WPBSA are developing education for players, coaches and officials on integrity and corruption issues. New players on the tour complete an induction process including an input on integrity and corruption.

Example Code of Practice for parents and carers

Note: when we refer to 'parents' we mean parents and carers inclusively. The team 'children' or 'child' describes any person under the age of 18

As a parent of a child taking part in our club or activity, we'd like you to:

Essentials

- Make sure your child has enough food and drink or money for the session if applicable
- Try to make sure your child arrives to sessions on time and is picked up promptly; or let us know if you're running late or if your child is going home with someone else
- Complete all consent, contact and medical forms and update us straight away if anything changes
- Maintain a good relationship with your child's snooker coach and catch up with them as much as you can about your child's development
- Talk to us if you have any concerns about any part of your child's involvement- we want to hear from you

Behaviour

- Try and learn about your child's chosen sport, snooker and what it means to them
- Take the time to talk to your child about what you both want to achieve through playing snooker
- Remember that children get a wide range of benefits from participating in sport, like making friends, getting exercise and developing skills. It's not all about wins and losses
- Listen when your child says they don't want to do something
- Respect all decisions made by coaches, referees and officials
- Be a role model by supporting your child
- Do not coach your child in games or training
- Respect the rights of all players
- Applaud effort and hard work as well as success
- Avoid criticising any player on the pitch or at training
- Encourage children to play according to the rules
- Do not force your child to participate in sport
- Do not shout or criticise players if they make a mistake
- Do not be rude towards players, other parents, coaches and officials
- Applaud the opposition as well as your own team

Example Code of Practice for children and young people

Essentials

- Keep yourself safe by listening to your coach behaving responsibly and speak out when something isn't right
- When you're with us, stay in the places where you're supposed to, don't wander off or leave without telling your coach or a member of staff
- Take care of equipment and premises as if they were your own
- Make it to practice on time and if your running late, let your coach know
- Ensure you arrive for a match on time or you could be deducted a frame(s).

- Bring your cue if you have one and food/drink if required. Make sure you wear the appropriate attire for practice or a match
- No smoking or consuming alcohol during practice, competitions or when representing in an event

Behaviour

- Respect and celebrate difference in the club or activity and not discriminate against anyone else on grounds of gender, race, sexual orientation or ability
- Report any incidents of bullying, including homophobia and transphobia to a member of staff, even if you're just a witness
- Treat other young people with respect and appreciate that everyone has different levels of skills and talent
- Make our club or activity a welcoming and friendly place to be
- Support and encourage fellow players. Tell them when they've done well and be there for them when they're struggling
- Respect our coach's and coaching staff and young people from other teams
- Be a good sport, celebrate when we win, be gracious when we lose and congratulate a good shot
- Play by the rules and have fun
- Follow our online safety and internet use policies
- Get involved in club or activity decisions, it's your sport too

Example Code of Practice for staff and volunteers

As a member of our staff, we understand you have the right to:

- Enjoy the time you spend with us and be supported in your role
- Be informed of our safeguarding and reporting procedures and what you need to do if something isn't right
- Have access to ongoing training in all aspects of your role
- Be listened to
- Be involved and contribute towards decisions within the club or activity
- Be respected and treated fairly by us and our governing body
- Feel welcomed, valued and not judged based on your race, gender, sexuality or ability
- Be protected from physical or emotional abuse from children or parents and be supported to resolve conflicts.

We expect all of our staff and volunteers to follow the behaviours and requests set out in this code. If any staff member or volunteer behaves in a way which contradicts any of the points set out above, we'll address the problem straight away and aim to resolve the issue.

Continued issues and repeated breaches of this code may result in us taking disciplinary action against you with the involvement of governing bodies and ultimately your dismissal from the organisation.

Code of Practice for Snooker Coaches- Declaration

If you have received this document by email you need to do nothing only read it, by doing this you will have accepted the code of practice.

If you have been given it during a course or where an acknowledgment is required please complete the signed declaration part as required.

I have read the WPBSA/EPBSB Code of Practice for snooker coaches and will do my utmost to uphold the principles set out, to support the development of snooker coaching at the highest level.

Signature: _____

Print Name: _____

Date: _____

Please read this document thoroughly, sign the declaration and return to Chris Lovell at chris.lovell@wpbsa.com or by hand.