



TRAINING SAFETY MANUAL AND PROCEDURES:

APPENDIX 4: INSTRUCTORS DECLARATION

All instructors are required to comply with and accept the following:

**Mandatory Declaration**

**1. Training Safety Manual and Procedures**

I confirm that I have read the **Safety Policy and Procedures Manual Incorporating the Training Safety Procedures** and agree to adhere to the requirements set out in the Manual when instructing at Otley Sailing Club.

Signed ..... Date .....

Name (Print) .....

Address .....

.....

Postcode .....

**2. RYA Instructor Code of Conduct**

I confirm that I have read the RYA instructor Code of conduct (overleaf) and agree to adhere to the requirements set out in the code when instructing at Otley Sailing Club.

Signed ..... Date .....

Counter signature by OSC Principal

Signed ..... Date .....

Version 2 amended by SM 2/2015 to compliment new RYA Safeguarding guidance





## **RYA Instructor Code of Conduct** Revised Feb 2014

### **RYA Instructor Code of Conduct for RYA Instructors, Coach Assessors, Trainers and Examiners**

This document outlines the code of conduct under which all holders of RYA instructor qualifications and RYA training appointments (hereafter referred to as instructors) are required to comply. The code of conduct is intended to make clear to all participants, instructors and RYA appointment holders the high standards to which all are expected to conform. Instructors must:

- If working with people under the age of 18, read and understand the Child Protection Policy as detailed on the RYA website at [www.rya.org.uk](http://www.rya.org.uk)
- Respect the rights, dignity and worth of every person and treat everyone equally within the context of their sport.
- Place the wellbeing and safety of the student above the development of performance or delivery of training.
- They should follow all guidelines laid down by the RYA with regards specific training or coaching programmes.
- Hold appropriate insurance cover either individually or through the training centre in which they are working.
- Not develop inappropriate working relationships with students (especially children). Relationships must be based on mutual trust and respect and not exert undue influence to obtain personal benefit or reward.
- Encourage and guide students to accept responsibility for their own behaviour and performance.
- Hold relevant up to date governing body qualifications as approved by the RYA.
- Ensure that the activities they direct or advocate are appropriate for the age, maturity, experience and ability of the individual.
- At the outset, clarify with students (and where appropriate their parents) exactly what is expected of them and what they are entitled to expect.
- Always promote the positive aspects of the sport (eg courtesy to other water users).
- Consistently display high standards of behaviour and appearance.
- Not do or neglect to do anything which may bring the RYA into disrepute.
- Act with integrity in all customer and business to business dealings pertaining to RYA training.
- Not teach or purport to provide RYA courses or RYA certification outside of the framework of an RYA recognised training centre
- Notify the RYA immediately of any court imposed sanction that precludes the instructor from contact with specific user groups (for example children and vulnerable adults).
- Not carry out RYA training, examining or coaching activities whilst under the influence of alcohol or drugs.

Failure to adhere to the RYA Instructor Code of Conduct may result in the suspension or withdrawal of RYA qualifications or appointments.

