



SHTC Induction Policy 2019

SHTC will ensure that all new club members, volunteers, committee members, coaches and employees (if the decision to employ is taken) will follow the following induction procedures before joining the club or taking up a position on the committee or within SHTC.

Playing members will have an induction meeting with the membership secretary or another nominated committee member when it has been agreed that they can join SHTC and are registered on Club Spark.

Committee members will be inducted by the Chair of the committee before they take up their position.

Coaches and volunteers will be inducted by the committee members responsible for Coaching before work as a coach or volunteer begins.

The induction meeting will include;

- Safe guarding policy
- Inclusion and Diversity policy
- Code of Conduct
- Anti-Bullying Policy
- Risk assessment
- First aid policy
- Evacuation Policy
- Social Media Policy

- The role of the Welfare Officer
- The roles and responsibilities of the Committee

Membership renewal will include the necessity for each member of SHTC agreeing to abide by the policies of SHTC and the Code of Conduct by reading the Policies and ticking to say they have been read and agreed on Club Spark.

SHTC will keep the policies updated each year and ensure that members are fully aware of the policies via newsletters and seek to gain feedback on them regularly.