



Boys and Girls Clubs of Wales
Clwbau Bechgyn a Merched Cymru



BGC Wales & BGC Scotland – Joint Code of Conduct (Master)

Version: v1.4

Owner: Boys' and Girls' Clubs of Wales & Boys' and Girls' Clubs of Scotland (BGC W&S)

Approved by: Boards of Trustees – Wales & Scotland

Effective date: 1st March 2026

Review: Annual or following any significant incident or learning

1. Associated Nations

This Code of Conduct applies jointly to Boys' and Girls' Clubs of Wales and Boys' and Girls' Clubs of Scotland (together 'BGC W&S'). It covers all activities, clubs, programmes, sport panels, residentials, trips and youth work settings.

2. Stakeholders

The following roles are bound by this Code:

- Governance: Boards of Trustees (Wales & Scotland), CEO/Senior Leadership, Designated Safeguarding Leads, Child Protection Officers (CPOs)
- Operational: Staff, Coaches/Activity Leaders, Volunteers (including member clubs), Panel/Committee members, Chaperones, Drivers, Trip Leaders
- Participants & Support Network: Children & Young People, Parents/Carers, Spectators & Supporters

3. Purpose

- Protect children, young people, staff and volunteers
- Provide a shared behavioural framework across both nations
- Ensure safeguarding is prioritised; support safe, positive and inclusive participation
- Align both national organisations to shared standards.

4. Core Principles

- Respect – for all people, roles, cultures and environments.
- Integrity – honesty, fairness, accountability.
- Inclusion – commitment to equality and zero tolerance of discrimination.
- Safety – safeguarding and wellbeing above all else.
- Responsibility – appropriate conduct offline and online.

Key Contacts

David Rowan – Chairman, Boys' & Girls' Clubs of Scotland

Grant Poiner – Chief Executive Officer, Boys' & Girls' Clubs of Wales



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5. Responsibilities of Everyone

- Behave in a way that reflects positively on BGC W&S.
- Follow instructions from trustees, staff, coaches and designated leaders.
- Respect safeguarding requirements and supervision rules.
- Report unsafe or inappropriate behaviour.
- Use social media and messaging responsibly.
- Never act in a way that places a child or young person at risk.

6. Role-Specific Responsibilities

6.1 Trustees

- Provide strategic oversight and uphold governance.
- Maintain confidentiality and declare conflicts.
- Promote safeguarding culture.
- Model respectful leadership.

6.2 Staff

- Maintain professional boundaries.
- Keep training and vetting up to date: DBS (Wales) and PVG Scheme (Scotland).
- No alcohol/substances when supervising or on duty.
- Follow safeguarding procedures immediately when concerns arise.

6.3 Volunteers

- Follow instructions from staff and CPOs.
- Maintain appropriate boundaries and approved communication channels.
- Comply with supervision plans and event rules.
- Report concerns promptly.

6.4 Coaches & Leaders

- Prioritise welfare over performance.
- Use positive and inclusive coaching styles.
- Maintain qualifications and required vetting.
- Follow ratios, itineraries and travel rules.
- No alcohol/substances while responsible for young people.

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6.5 Participants/Players

- Show respect to peers, staff and opponents.
- Follow activity rules and safety guidance.
- Avoid bullying, harassment or unsafe behaviour.
- Follow online and digital conduct expectations.

6.6 Parents / Guardians & Carers

- Support positive behaviours and provide accurate consent/medical information.
- Show respect at events and during travel/residentials.
- Avoid disruptive, aggressive or intoxicated behaviour.

6.7 Spectators

- Encourage young people positively; follow venue regulations; avoid aggressive, discriminatory or disruptive behaviour.

7. Organisation Responsibilities

- Ensure appropriate insurance, risk assessments and emergency procedures.
- Provide trained first aid cover for activities and residentials.
- Ensure safe travel arrangements including vetted drivers where required.
- Ensure appropriate accommodation and supervision ratios.
- Provide safeguarding briefings before events and trips.
- Maintain safe systems for storing and handling personal data.

8. Child Protection Officers (CPOs)

- Ensure DBS/PVG compliance for all staff and volunteers.
- Mandatory BDS/PVG approval prior to onboarding with the charity/organisation.
- Oversee safeguarding during travel, training and events.
- Provide briefings on supervision, curfews and safe behaviour.
- Record and escalate safeguarding concerns in line with procedures.

9. Digital Conduct & Social Media

- Use digital channels appropriately and respectfully.
- Never share personal data or images without consent.
- Staff/volunteers must use approved communication channels only.
- Misuse of digital media may lead to sanctions.

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Grant Poiner – Chief Executive Officer, Boys' & Girls' Clubs of Wales



10. Travel, Accommodation & Residentials

Follow curfews, rooming plans and check-in requirements; do not leave accommodation without permission; no unauthorised visitors; follow all safety briefings; under-18s must not consume alcohol and adults (incl. parents & guardians) must never supply alcohol to minors.

11. Breaches & Consequences

Breaches may result in warnings, removal from activities, suspension or deselection, disciplinary processes, or referral to statutory agencies where required. Actions will follow joint Wales & Scotland safeguarding protocols.

12. Notice of Delegation & Signing Process

This Code is approved by both national Boards. Acceptable methods of signature: physical (wetink), DocuSign, MyClubHub digital acknowledgement, or other approved digital signature platforms. Records must be securely stored by each national organisation.

13. Review

This document will be reviewed annually or after any significant incident or learning.

14. Annual Board Approval

CEO/Chairman (Print)	CEO/Chairman (Print)
Andrew Borsden MBE	David Rowan
Signature 	Signature 
On behalf of BGC Wales	On behalf of BGC Scotland
Date 04/06/26	Date 22/06/2026

Please now read the associated Approval Appendices and if in acceptance, tick the approval box on the MyClubHub Portal. If you have any questions please contact David Rowan, Chairman at david.rowan@boysandgirlsclubsscotland.co.uk

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