



Multi Sports Club

www.multisportsclub.org.uk

Reg Charity No: 1109962

On behalf of the Multi Sports Club I would like to welcome you to the club and provide you with some information about our activities.

The club provides opportunities for people aged 16+ to receive coaching in a variety of different sports and dance. All sessions are delivered by qualified coaches who are trained in that particular sport, and have been screened for their suitability for working with young people/vulnerable adults. We also organise a variety of social activities throughout the year.

The club has achieved Clubmark status, to demonstrate that it meets certain criteria as to playing programme; safeguarding and protecting children; knowing your club and its community and club management. Clubmark is an acknowledgement that we take these issues seriously and that we are striving to provide a high quality and welcoming environment for participants.

Our club Welfare Officer, *Sarah-Jane Davies* is responsible for ensuring that our child protection policy is implemented, and can be contacted on 07810867309 should you have any concerns. You may also contact committee officers Susan Perrin 07814135565 or Irene Small 07958469730 who have all completed relevant training in safeguarding children.

When we are approached by a new club member we will usually arrange for an informal visit and discussion to establish whether the club will be appropriate for their needs. We are able to support a variety of physical and learning disabilities but recognise that each club member has very individual needs. We will discuss the level of support required, and ask a parent or responsible adult to attend any coaching sessions until both parties are satisfied that the club member has settled in well.

Once the club member has settled in, you may arrange with the coach and the committee to leave them at the session. However we welcome parents/carers to all training sessions and value your support. We have a code of conduct for parents and one for club members, which are enclosed with this letter or can be downloaded from our web site.

We ask you to ensure that the club member wears clothing and footwear appropriate for sports activities, and that you arrive on time for the start and end of each session.

We have an annual membership fee, but if you join part way this will be charged at a reduced rate. Attendance fees are payable for each activity, per session. We subsidise these fees through fund raising efforts, but if you think you will have difficulty please discuss options with a committee member.

If you are delayed picking up the club member from a session, please contact us to let us know. We will stay with the club member until you arrive. Unless by prior arrangement, club members will not be allowed to leave the venue without an adult who is known to us.

Please complete the attached club membership form which can also be downloaded from our web site. For safety it is important that the club is informed of any medical condition or allergies that may be relevant, and emergency contacts should you fall ill or be involved in an accident while at the club.

We will securely store your name, contact details and relevant medical information whilst you are attending our sessions in order to contact you from time to time regarding other activities and information which maybe of interest to you as a member, or the parent/carer of a member. We also store a paper master copy of the membership form, copies are held in the file for each session members attend, so details like emergency contact details are always available if needed.

We also store all the data from the membership forms electronically in a secure password protected database. This data is only available to the Management Committee and Sports Coaches to enable the day to day running of the club.

If you stop attending sessions and leave the club, all your membership details will be deleted from our database.

We may, with your consent, retain your email address to keep you informed of future club activities or any other opportunities that maybe of interest. You can notify us if you wish to be removed from our database at anytime.

We never share or pass on your details to any third party organization without your permission. If you have any queries on this matter please to not hesitate to ask a committee member.

The club is affiliated with the Royal Mencap Society, so by becoming a member of our club you are also a member of the society.

We have a number of policies in place to ensure that the club is run safely, and these are all available on our web site www.multisportsclub.org.uk If you do not have access to this please ask a committee officer for printed copies.

If you would like to talk to someone at the club about this information or your involvement with the club, please contact a committee officer:

Suzy Foster, Chair	07976 246996	
Susan Perrin Treasurer,	02380 487789	07814 135565
Sarah-Jane Davies Secretary,	02380 696833	07810 867309
Irene Small	02380 554351	07958469730

We thank you for your cooperation and look forward to seeing you at the club

Yours sincerely,

Signed:

Date:

Name:

Position:

Reviewed Mar 2023