

Chaplaincy

POLICY AND CODE OF PRACTICE



Date of Policy: January 2020

Policy statement

Within this document Bristol City Football Club, Bristol City Women's Football Club, Bristol City Robins Foundation, Bristol Bears Rugby, Bristol Bears Women, Bristol Bears Foundation, Bristol Flyers, Bristol Flyers Foundation, Bristol Sport Foundation, Ashton Gate and Bristol Sport are (collectively referred to as "the Company").

"The Company" has both a moral and legal obligation to ensure a duty of care for all across its services. "The Company" is committed to ensuring chaplaincy practice reflects statutory responsibilities, government guidance and complies with best practice and local authority requirements. The Code of practice is intended to help create and maintain high standards of Chaplaincy within "the Company". As a directive from "the Company" and in line with "the Company's" policies and procedures the code will set out a structure for Chaplaincy to be effective.

The rights, dignity and worth of all children and adults will always be respected at all times.

Chaplaincy within "the Company" involves a two-way relationship between the chaplain, the Head Coach/CEO of each sport. Best practice is therefore served by an agreement between all parties as to the best way of operating. It is also suggested that such work is evaluated by all parties at suitable times in order to maintain a high standard of practice.

Role of Chaplain.

The role of a sports' chaplain is to provide, ongoing care, by permission, to those of faith or no faith, for the holistic well-being of all involved in "the Company".

There are several values Lead chaplains are expected to uphold: -

- Presence – being there & making a difference.
- Excellence – in everything said or done.
- Relationship – building professional relationships.
- Confidentially – being trusted and a safe port of call.

The role of the chaplain within any given sport will vary greatly depending on how the Head Coach and or CEO of that sport wants them to operate, as the very essence of the Chaplaincy consists of being very much a permission led activity. Regular visits to training grounds, the stadium, attendance at sporting events, etc help to develop relationships within "the Company". The Chaplains may also undertake "traditional" functions outside the club such as weddings, funerals and scattering of ashes ceremonies to name a few. In doing this they can provide "the Company" with an important link to the local community.

Framework for Best Practice.

It is important that the Lead chaplain, the Head coach/CEO of each sport and the Chaplain know what is required from them in order for chaplaincy to be effective within "the Company".

Procedures

Below is a framework of what will be expected/asked by each party:-

- **The Lead chaplain is expected to:**

1. Provide a Code of Practice for the club and chaplains as a basis for their working together.
2. Offer ongoing training, support and nurturing of high-quality chaplaincy provision.
3. Provide opportunities for networking with other chaplains within “the Company”.
4. Liaise with the appropriate person at the club in the exceptional circumstances of difficulties arising between themselves and their chaplain.
5. Offer continuity when the chaplain moves on.
6. Give an annual evaluation of the chaplain’s work and the provision of appropriate feedback to the chaplain by the club.
7. To supervise the chaplain’s enhanced DBS disclosure in line with the club’s recruitment and training procedures.
8. Liaise on a regular basis with the Senior Safeguarding Lead for “the Company”
9. Report any safeguarding issues immediately (within 24 hrs.)
10. Attend any relevant “Company” training and attend all “Company” safeguarding training - outside commitments permitting.
11. Represent the chaplaincy group on “the Company” Safeguarding team.

The Club or Head Coach/CEO is asked to:

1. Agree to mutually acceptable expressions of chaplaincy involvement within and define expectations and boundaries within the given sport.
2. Offer advice and help in providing reasonable accessibility and resources necessary for the work, i.e. to meet up with people and staff linked with the club (e.g. security pass / identification card / introduction for access / ongoing training wherever appropriate, etc.)
3. To inform Lead chaplaincy in the exceptional circumstances of problems arising, or if for whatever reason the chaplain has to move on.
4. To make known the broad role and availability of the chaplain to staff, players and associates at the club.

The Chaplain is expected to:

1. Be acceptable to the sport in question and the Lead chaplain
2. Be qualified or have suitable experience in order to be able to deliver excellence in chaplaincy.
3. Have an understanding of their responsibility to their given sport, other chaplains (within “the Company”), and to the local community.
4. Give a regular weekly commitment of at least half a day.
5. To have undertaken safeguarding training and an enhanced DBS disclosure as organised by and in line with the policies and procedures of “the Company”.
6. Attend training as required to fulfil or enhance the chaplain’s role within “the Company”
7. Attend Lead chaplaincy meetings.
8. Work within the boundaries agreed by the Coach and Lead chaplain.
9. Be committed to being available to all.
10. Maintain a professional approach to the task and maintain confidentiality, within permitted legal boundaries.
11. Have the support of his/her church.
12. To inform the ‘Lead chaplain’ in advance of any need to lay down chaplaincy responsibilities and to discuss hand-over possibilities.

- 13. Report any safeguarding issues immediately to the Lead chaplain or in his absence a member of “the Company” safeguarding team.
- 13. Use “the Company” safeguarding referral system (“My Concern”) to record any safeguarding information.

Club requirements

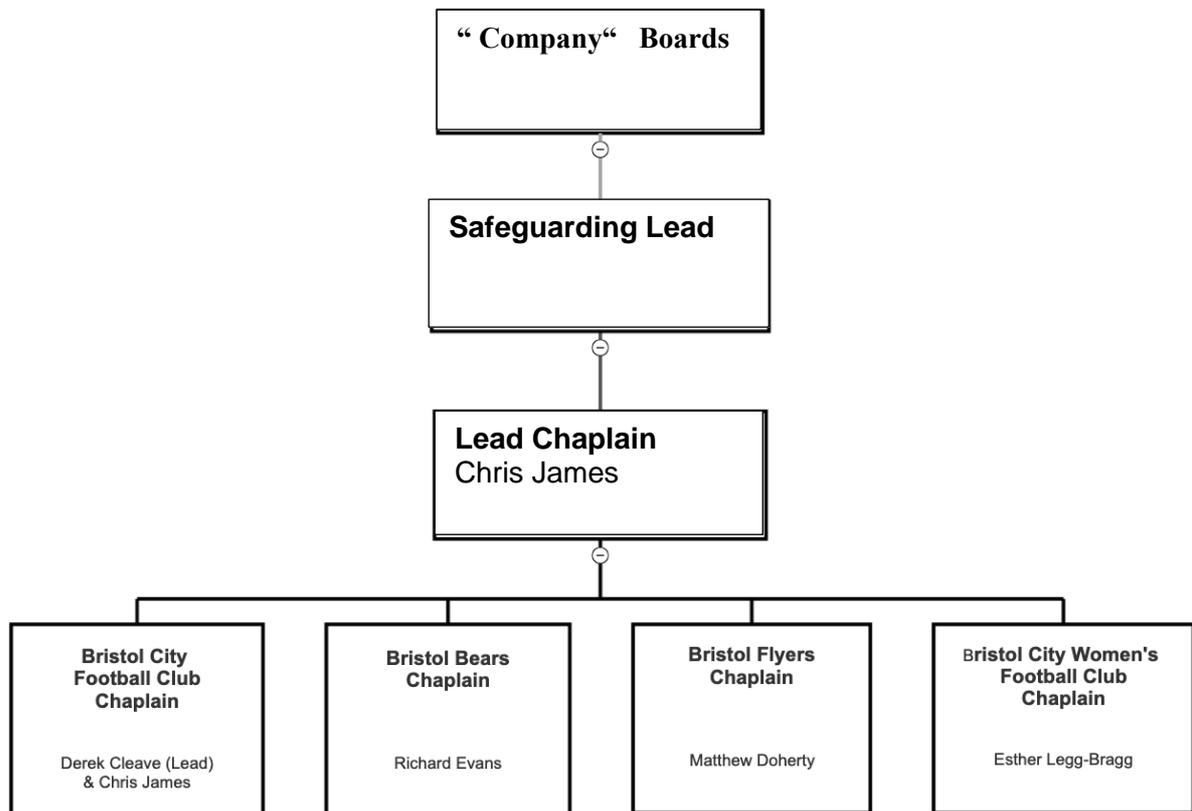
Chaplains are required to adhere to and outwork not only this code of practice but also “the Company’s” policies and procedures. This will require the Chaplain to have a DBS check (through “the Company”) and attended any ongoing required training.

Review date	January 2021	Executive Board	M. A. Martin



Line Management

Below is a diagram showing line management for Chaplains working within “the Company”.



Code of Practice Agreement.

Sport:	
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Lead chaplain:	Name: Signature: Date:
Club Chaplain:	Name: Signature: Date:
Safeguarding	Name: Signature: Date:

This agreement is to be signed and kept by the Lead chaplain to ensure this code has been read, understood and adhered to.

