

scottishathletics has a duty of care in respect of all team members and athletes for representative teams. This document outlines the team staff opportunities available, specifying particular roles, actions and levels of behaviour expected of team staff appointed by scottishathletics.

Any persons that wish to be considered for the team staff opportunities below are asked to please contact one of the **scottishathletics** contacts.

Team Staff Consideration Factors

- Having a balanced and diverse team staff across our National Team representative opportunities
- Range of events available to athletes at the international opportunity
- Whether selection spot for an event is taken / all spaces are filled
- scottishathletics staff availability
- Individual availability
- Level of coaching experience
- Level of Team Staff experience
- Personal Coach availability on the day of competition

Track and Field

Loughborough International	18 th May 2025: <i>Sprints, Jumps, Endurance, Throws, Team Management, Physio.</i>
Throws Pathway International	1 st June 2025: <i>Throws, Team Management.</i>
Jumps Pathway International	26 th May 2025: <i>Jumps, Team Management.</i>
U20 Manchester International	TBC August 2025: <i>Sprints, Jumps, Endurance, Throws, Team Management, Physio.</i>
Combined Events International	6 th -7 th September 2025: <i>Combined Events, Team Management.</i>

Cross Country & Road Running

British Athletics Cross	23 rd November 2024: <i>Team Staff.</i>
Inter District CC	11 th January 2025: <i>Team Staff (District).</i>
Celtic Nations CC	8 th February 2025: <i>Team Staff.</i>
Home Countries Int CC	8 th February 2025: <i>Team Staff.</i>
Armagh 3k/5k RR	13 th February 2025: <i>Team Staff.</i>
Inter Counties CC	8 th March 2024: <i>Team Staff (District).</i>
London Mini Marathon	26 th April 2024: <i>Team Staff.</i>
Anglo Celtic Plate 100k	3 rd May 2025: <i>Team Staff.</i>
Antrim Coast Half Marathon	24 th August 2025: <i>Team Staff.</i>
Home Nations Podium 5k RR	TBC August 2025: <i>Team Staff.</i>

Hill & Trail Running

International Youth Cup	13-14 th June 2025: <i>Team Staff.</i>
Snowdon International	19 th July 2025: <i>Team Staff.</i>
Senior Home International	17 th August 2025: <i>Team Staff.</i>
Junior Hill Running International	13 th September 2025: <i>Team Staff.</i>

Contacts

Sprints, Hurdles & Relays	allan.scott@scottishathletics.org.uk
Field and Combined Events	sam.okane@scottishathletics.org.uk
Endurance (Off Track)	angela.mudge@scottishathletics.org.uk
Endurance (Olympic)	robert.hawkins@scottishathletics.org.uk
General	performanceteam@scottishathletics.co.uk

All team staff must read and agree to be bound by the following code of conduct before they are appointed to their role.

SCOPE:

This code of conduct applies to all team staff appointed by **scottishathletics**.

The code of conduct should be read in conjunction with:

- The Team Agreement for Athletes.
- The **scottishathletics** Coach and Volunteer Code of Conduct.
- The **scottishathletics** Child and Adult Protection and Wellbeing policy and associated documents: [Safeguarding - Scottish Athletics](#)
- The UKA Coach licence terms and conditions: [Coaches - Scottish Athletics](#)

TIMEFRAMES:

For the avoidance of doubt this code applies from the moment you join the team at the specified time and location and ends when you leave the team at the specified time and location.

GENERAL BEHAVIOUR:

At all times you are expected to conduct yourself in a responsible and respectful manner appropriate with membership of the management team and your specified role. You should present a positive image of the sport and the team and commit to supporting and achieving the aims and objectives of **scottishathletics**. Team staff must agree to accept the authority of the designated team manager/ leader for the duration of the event and undertake any reasonable request relative to their role.

PUNCTUALITY:

All team staff must set a positive example and punctuality is a key requirement of the roles. Team staff should comply with the timetable set by the team managers/leaders and must attend all events and meetings as required. Inability to attend any scheduled event or meeting must be reported to the team manager/leader in advance.

BULLYING:

Bullying of any kind will not be tolerated. Anyone who believes he/she is being subjected to bullying, or witnesses bullying behaviour by someone else, should inform the team manager/ leader as soon as possible.

EQUALITY:

All team staff must respect the rights of every team member and recognise the value of diversity. Discrimination in any form will not be tolerated and should be reported to the team manager/ leader as soon as possible.

PERSONAL APPEARANCE:

You will comply with agreed dress standards when carrying out duties in relation to **scottishathletics** performance and non-performance activities for/ with the team.

ALCOHOL:

Teams with U18 athletes: Team staff are not permitted to consume or possess alcohol at any time during the designated timeframe (as defined above) of deployment in the role. Information that a team staff member or U18 athlete has consumed alcohol during the designated timeframe (as defined above) must be reported to the team manager/ leader.

Senior teams:

Team staff must comply with the alcohol policy designated for the team/event by the team manager. In any case team staff and officials should not consume alcohol, or be under the influence of alcohol, when on duty and undertaking team related activities.

ILLEGAL SUBSTANCES:

It is not permitted to administer, supply, or take an illegal substance at any time. If you consider that an athlete or coach may be in possession of an illegal substance you must inform the team manager/ leader immediately.

GAMBLING:

It is not permitted to gamble at any time whilst deployed in the role of team staff.

COMMUNICATION:

You are expected to comply with team rules set by the team manager/ leader in respect of mobile phone use and when communicating on social media, email or by text.

WELFARE:

The Protection of Vulnerable groups (Scotland) Act 2007 is in place to make sure unsuitable individuals cannot work or volunteer with children or protected adults (regulated work). Within **scottishathletics**, the roles of team manager/ leader and team staff have been assessed as regulated work and as such everyone undertaking these roles must be a current member of the PVG scheme.

Additionally, it is mandatory for all team staff to have complete a Safeguarding and Protecting Children (SPC) in sport training course every 3 years.

Event specific team staff: Active coaching licence at the time of international representation competition.

Team Management/Support: Active coaching licence or minimum online safeguarding completed within the last 3 years.

If you have any concerns regarding child welfare, please contact one of our Welfare Officers:

- Morva McKenzie, at: morva.mckenzie@scottishathletics.org.uk, telephone on 07983081122.
- Lorna Whyte, at: lorna.whyte@scottishathletics.org.uk, telephone on 07729045461.

CLEAN SPORT:

All Team Staff must have completed the Coach Clean course (details on how to access the Coach Clean course will be given once team staff have been appointed).

Team Staff Opportunities 2024-25



PERSONAL DETAILS:

Prior to travel you must advise **scottishathletics** of your next of kin and contact details and of any medical conditions and any medication that you require.

SANCTIONS:

Breach of the Code of Conduct:

I understand that if I do not follow the Code action can be taken by the team manager/leader and depending on the severity of the conduct I may:

- Receive a verbal warning.
- Receive a written warning.
- Be asked to leave the team.
- Be suspended from future teams for a period of time.