



## Code of Conduct for Volunteer Association Welfare Officers

As an ESFA Association Welfare Officer you agree to act as a role model to others in accordance with the roles and responsibilities of your position, in line with ESFA Rules and Regulations, the Respect Codes of Conduct for officials and the Laws of the Game.

You must:

- Be clear about the Association's responsibilities when running activities for children and young people
- Help those actively involved with children and young people understand what their duty of care means on a day to day basis

**In taking up the position of Association Welfare Officer you are agreeing with this Code of Conduct and will accept that within the role of Welfare Officer you will:**

- Be child centred at all times and promote a fun safe environment for children and young people
- Follow all of the FA/ESFAs policies and in particular procedures for reporting safeguarding concerns including discrimination
- Act appropriately with all situations brought to your attention
- Champion best practice within your Association
- Communicate and positively engage with the ESFA Child Welfare Officer on all poor practice/safeguarding matters brought to the attention of The ESFA/The FA
- Attend meetings as reasonably required by the Association Committee and ESFA
- Manage and deal with poor practice issues in an appropriate and timely manner
- Ensure appropriate levels of confidentiality and data security are maintained at all times
- Implement and manage a responsible recruitment process in line with The ESFA/FAs policy and procedures
- Show a commitment to keeping your training up to date

By agreeing to hold the post of Association Welfare Officer, you understand that if you do not follow the above code any/all of the following actions may be undertaken by your Association, The ESFA or The FA (This is not an exhaustive list):

- Required to meet with the Association's Committee or ESFA
- Required to follow an action plan monitored by the ESFA
- Required to complete an FA education course
- Suspended by the Association/ESFA
- Required to leave the Association/ESFA
- Removed from role by the Association, The ESFA/The FA

You also confirm that you meet the criteria outlined within The FAs Suitability Checklist for Welfare Officers.