

YATE TRI-STARS
CLUB HANDBOOK
2020-2021



CONTENTS:

CONTENTS
About Triathlon
Meet the Coaches
About Yate Tri-stars
Membership
Committee Members
Roles and Responsibilities
Reporting a Concern
Policies and Procedures
Athletes' Code of Conduct
Guardians' Code of Conduct
CONTACT US

About Triathlon

Triathlon is classed as a “multi-sport” event. It constitutes swimming, biking and running. Participants swim in a pool or open water (a lake/river/the sea), cycle (adult triathlons are mostly road but many junior triathlon cycle sections are on grass) and then run (again a mixture of terrain for adults and juniors). Most junior triathlons are pool swims in a 25m pool, but there are some open water races for juniors. Children aged 15+ may be able to enter into some shorter adult events for more road riding and open water swimming.

Junior triathlon distances vary according to age, and also terrain. For example athletes should expect a shorter ride or run on grass, as this makes it more physically demanding. Swim distances can also vary depending upon venue.

Standard distances for “tristars” are listed on the below link.

“Tristar” groups are simply the names given to different age groups of junior triathletes. The youngest are “tristarts” and the oldest are “juniors”. After this, you are a senior athlete.

<https://www.britishtriathlon.org/south-central/junior-series/information-and-distances>

(You can click “control/CTRL” and click on the above to make the URL active.

You don't need much to get started in triathlon, as an adult or junior. For your first triathlon you'll need some:

- goggles and something to swim in (possibly a swim cap, but they're usually provided)
- a t-shirt or vest
- a roadworthy bike and a safe helmet
- trainers.

There are lots of extra bits that are useful to get, along the way , but it's a good idea to hold off buying anything expensive until you're sure you wish to continue with the sport. Some things are better value than others, too. Most people would gain more in competitive advantage by putting in a little extra training or preparation, than by splashing on the most recent or expensive kit.

Please visit the British Triathlon website or speak to a coach or volunteer for any further information on the sport.

A new book was also recently released, by Caroline and Justin Hattee called “Kids' Triathlon: The Essential Guide”. This may be useful for parents and athletes beginning in the sport.

Meet the Coaches (2020/2021)

We have two level 2 and one level 1 coaches. Usually coaches work on a flexible rota, sharing sessions roughly in half. Sessions are usually led and always written by a level 2 coach. Due to COVID-19 sessions cannot go ahead without a L2 coach. We hope any reference to COVID-19 in this handbook dates quickly! All of our coaches are DBS checked through the British Triathlon Federation (the national governing body for triathlon). All our coaches are volunteers, and we are always looking for new coaches (whether parents, former athletes, or other local people with an interest in the sport).

Karl Roebuck (bottom left): Karl has been coaching with the club since 2015. He has two children who have trained with the club, one of whom still does. Karl completed his level 2 qualification in 2018 and is now the Head Coach. He completed his first Ironman Triathlon in 2018! In his spare time Karl enjoys following Bristol City Football Club, skiing and hill walking.

Ashlie Spedding (bottom right): Ashlie has been involved with the club since it began, as an athlete. She completed her first triathlon in the late 90's. She has been volunteering with the club since 2009, first as welfare officer, and then as a level 1 coach. After completing her level 2 course in 2016 she was the Head/Lead Coach until 2020. Now you will mostly see her at swim sessions. In her spare time she enjoys running with her local “canicross” (running with dogs) club and being outdoors walking and SUP'ing. If you are a smart athlete, you will distract Ashlie with a question about dogs to get more rest between sets!

Mark Offer (second from left): Mark has been coaching with Yate Tri-stars for several years. He has a daughter who trains and competes for Yate Tri-stars. Mark has completed various endurance running events, including multiple “ultra” running events up to and over 100 miles. Like Karl, Mark is also an avid Bristol City supporter.



About Yate Tri-stars

Yate Tri-stars was founded in 2000/2001 by a local swim coach involved in Triathlon called Roger Harle. Roger worked at the local pool and saw that there was no local club for talented athletes to train with, as many were involved in separate swimming/athletics/running/cycle clubs. Roger and a few parents with a passion for triathlon formed the club. Since then the club has had up to around 35 athletes, although currently runs at between 20 and 25 members.

Yate Tri-stars aims to provide affordable and safe access to training for triathlon. Athletes are under no obligation to compete for the club, although this is encouraged as the nature of the sport means it is very difficult to “put it all together” outside of these organised events. Yate Tri-stars run regular sessions which aim to build understanding of the sport, improve general fitness and athleticism, introduce and refine sport specific skills, and prepare athletes for a future in sport; including understanding the principles of training (which can be applied to other sports, too).

Yate Tri-stars accepts athletes aged 8-17. Where possible the club tries to support older athletes to access senior clubs when turning 18. If you're an older athlete who is interested in continuing the sport after leaving Yate Tri-stars, let one of our coaches know, and we can put you and your parents in touch with several friendly local adult clubs.

All sessions are written to be flexible, so that athletes of all abilities may take part and develop in their sport. If you or someone you know is considering trying out triathlon, but you believe there may be a barrier to this (whether social, physical or psychological) please do get in touch, as we will do what we can to enable participation, or in instances where this isn't possible, find another club or coach who will be able to.

The only prerequisite for insurance and safety purposes that Yate Tri-stars ask is that athletes are able to swim 400m (16 lengths of a standard 25m pool) unassisted (no time limit, and stopping for rest is fine). This is because our coaches are not insured or qualified to teach swimming and as swim sessions last an hour. Athletes do not have to be able to swim the entire 400m front crawl, but we do ask that they are able to swim the stroke for some of the distance. All our pool swims are overseen by a qualified lifeguard, and our open water sessions (for athletes able to swim 400m in under 10 minutes) are covered by the venue operators' safety boat.

Membership Costs (reviewed June 2018)

Membership costs £17.50/month and is payable by direct debit/standing order.

Families with 3 or more siblings get the 3rd (and thereafter) sibling for free.

The club aims to make the sport of Triathlon (which can easily become costly) as accessible as possible, including financially, for families. The club decides on its membership costs on the balance of outgoings (track and pool hire, equipment costs, social events, coach training, insurances, etc.) and membership numbers. The club meets regularly and reviews its financial position at all meetings. The club always consults its member before making increases or decreases to its membership fees.

Training Schedule (2020/2021)

Yate Tri-stars holds 1 swimming sessions per month, and one running session per week (term-time). Additional ad-hoc sessions are sometimes run. For example in 2017, we organised 3 open water sessions during summer time. Unfortunately due to COVID that wasn't possible this year.

We meet at Winterbourne International Academy 3-4pm for swimming (One Sunday/months) and Yate Outdoor Sports Centre (YOSC) 6-7pm (Mondays) for running.

We do not hold sessions during school holidays or on bank holidays.

All our coaches are volunteers, and as such there may be rare instances where a session is cancelled if we cannot ensure adequate coaching cover for the session.

Training dates are distributed via email, on Facebook (group not page), and are on the website.

Please visit:

www.yatetristsars.co.uk

or

www.facebook.com/groups/yatetristsars

www.twitter.com/triyate

Or email: karlroebuck@aol.co.uk

To check our training dates.

Committee Members (2020/2021)

The club MUST have a Chair, Secretary, Treasurer, Welfare Officer & Head Coach, to function. As you can see, we have multiple vacancies for the upcoming year and would really like your assistance if you can offer it. If you can help with the committee or want more information about a position, please email our secretary on:

chloe-tony@hotmail.co.uk

- Chair: Hannah & Chris Latham
- Secretary: Chloe Roberts
- Head Coach: Karl Roebuck
- Coaching Co-ordinator: Ashlie Spedding
- Welfare Officer: Becky Roebuck
- Junior Representative(s): VACANT
- Projects Officer: VACANT
- Treasurer: Mark Officer (also coach)
- Other committee Members: VACANT

Please note that these positions are as of September 2020 but may change at our AGM in November 2020.

Roles and Responsibilities of the Committee

Committee meetings usually last around 60 minutes (depending on agenda), and are held regularly (roughly every 6-8 weeks). The committee may meet at shorter intervals around key events, and generally do not meet over any holidays. Due to COVID committee meetings may be hosted online.

All officers are required to sign to agree to their formal roles and responsibilities, and to sign and comply with any formal codes of conduct which apply to them. If you are interested in knowing more about the roles and responsibilities involved in a position, please see the “policies and procedures” document, where the roles and responsibilities are listed.

The roles and responsibilities which the club endorses are based upon those templated by the British Triathlon Federation.

Reporting Any Concerns you Have

Our welfare officer is Becky Roebuck.

For the purpose of transparency Becky is coach Karl's wife.

You can contact Becky on: beckyroebuck@aol.com

Alternatively, you may find Becky track/poolside at some of our sessions.

If for any reason you feel unable to contact Becky with a welfare concern, please feel free to approach a coach. Your concerns will be kept confidential where it is safe to do this.

If you feel unable to speak to anyone from Yate Tri-stars, you may consider contacting our governing body, the BTF (British Triathlon Federation).

The below is taken from their website:

“Once you have reported a concern to your Club Welfare Officer it will then be reported directly to the British Triathlon Lead Safeguarding Officer immediately. You may find the following information regarding the process of your case and what you can expect useful as a form of support and guidance.

It is also advised if you do not already have a copy of the British Triathlon –Safeguarding and Child Protection Policy and Procedures, that you obtain one as soon as possible. It details exactly how your case will be handled.

- The case will be treated with a fair and transparent process at all times.
- If the accused is suspended from their role it is important to remember this is a neutral act, it protects all parties involved in the case.
- You will receive appropriate communication in the form of telephone calls, letters and emails regarding your case from your Designated Contact.

You may find the following information sources useful. They will always provide someone to listen and offer support:

NSPCC Helpline 0808 800 5000

24 hour free and confidential telephone Helpline that provides counselling, information and advice to anyone concerned about a child at risk of ill treatment or abuse.”

To report a concern contact;

British Triathlon Lead Safeguarding Officer

07384 214726

concern@britishtriathlon.org [up to date as of Sept 2020]

[Policies, Procedures and Codes of Conducts](#)

Coaches Code of Conduct

All coaches are required to sign and abide by the appropriate code of conduct. The Head Coach Code of Conduct for the Head Coach (or Head Coaches if this role is shared), Club Coach Code of Conduct (level 2 coaches who are not the Head Coach) and Session Coach Code of Conduct (level 1 coaches).

Athletes Code of Conduct

All athletes are required to sign the athletes code of conduct. The Athletes' Code of Conduct can be found in the Club Handbook.

Guardian's Code of Conduct

All parents (or those who bring and spectate athletes) are required to sign the parents' code of conduct.

The Guardian's Code of Conduct can be found in the Club Handbook

Committee Roles and Responsibilities

All committee members must sign, upon taking their position, the relevant document relating to their roles and responsibilities within the club. These documents can be found in the "Policies and Procedures" document.

The following are also found in the "Policies and Procedures" document:

- BTF Code of Conduct for all Officials and Volunteers
- Equity Policy
- Privacy Notice
- Constitution
- Health and Safety Policy
- Complaints and Whistle-blowing Policy
- Recruitment Policy

If you do not have or cannot find the Policies and Procedures document, please e-mail Karl who can send you a copy

karlroebuck@aol.co.uk

ATHLETES' CODE OF CONDUCT:

As a Yate Tri-stars athlete, I agree to:

- Treat all persons within the triathlon community and club with respect
- Report instances of bullying I see to an appropriate adult (this could be your parent, who can discuss it with one of our coaches or volunteers, or a coach)
- Recognise that abusive language, bullying, harassment and physical violence will not be tolerated
- Aim to set a positive example for newer and younger athletes, in my behaviour, language and attitude.
- Support my fellow athletes and refrain from “mocking” or joke-making at their expense, however well intentioned
- Inform a coach of any pain or injury I am experiencing before a session begins
- Inform the club if you are a member of any other triathlon club
- Adhere to British Triathlon Federation Rules when competing representing the club
- Never accept lifts in cars or invitations into homes on your own without prior knowledge and consent of a parent/guardian/carer (including those of coach's and other volunteers associated with the club)
- Ensure you always have safe travel arrangements to and from training and racing.
- Report any accidental injury, distress or misunderstanding to a parent/guardian, coach or welfare office
- Sign in and out of the register at sessions where a register is running (if no register is running or a coach is in charge of the register, always inform them of your arrival and when you leave, so that you can be accounted for)
- Follow the rules I have been given to ensure my safety by the coaches

GUARDIAN/PARENTS' CODE OF CONDUCT:

As a responsible parent/person with parental responsibility I will

- Respect the rights, dignity and worth of every athlete, coach, and treat everyone equally
- Cooperate fully with others involved in the sport such as coaches and representatives of the governing body in the best interests of the athlete
- Consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- Never place undue pressure on children to perform, participate or compete
- Take an active interest in your child's participation
- Attend training or competitions when possible
- Ensure that your child does not take any unnecessary valuable items to training/competition
- Inform your child's coach of any illness or disability that needs to be taken into consideration and provide any necessary medication that your child needs
- Assume responsibility for safe transportation to and from training/competition
- Return any necessary written consent forms to the club (e.g. including next of kin details/health and medical requirements), and update these when they change
- Report any concerns you have about your child's or any other child's welfare to the Club Welfare Officer, a coach, or British Triathlon (This does not affect your right to contact your local social services or the police if you feel it is necessary)

- Avoid swearing and abusive language
- Challenge inappropriate behaviour and language by others
- Be aware that your attitude and behaviour directly affects the behaviour of your child and other young athletes

Additionally, please do not:

- Take **any** photographs without prior consent from the club at any training or events (arrangements can be made for exceptions to this, with all other parents' consent for events such as club social events or away day training)

- **Provide any “coaching” to athletes or physical interference during sessions:**

This is very confusing for athletes, as parents won't normally have heard what their instructions have been and athletes can end up with conflicting instructions from parents and coaches. It is also disruptive to other athletes. If you are a qualified coach, we would love to hear from you to take part in sessions as a triathlon coach, formally. Otherwise, please stick to supportive comments (all athletes love to hear their parents telling them they're doing a good job!)

If you have any concerns about coaching, please discuss this with the coaching team after the session, or alternatively you may provide feedback via email if this is more convenient (aspedding@hotmail.co.uk).

CONTACT US

Please see the committee members list for details of how to contact someone from the committee to discuss any club matters.

If you have any ideas to have in next years' Club Handbook, please contact a member of the committee via email in the first instance. Anything that you think would be helpful for newcomers to know, can be included.

THANK YOU FOR SUPPORTING YATE TRI-STARS.