



Oblate Basketball Club Club Handbook 2021-2022 Season

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Appendix 1

1. Welcome

Our club prides itself in being an open, friendly environment in which all members, whether players or not, can both compete and socialise in a place which all can regard as theirs.

We are continually striving to improve our facilities, our playing structures, our club administration and the general structure which is pitched at providing enjoyment and inclusivity for all our members.

The club has developed over the years due to the ongoing performance of the various teams and the commitment of those who serve the club in so many ways. We are grateful to all those benefactors, sponsors and those who fundraise towards the ongoing operation of the club structures.

We at Oblate Basketball Club would like to welcome you to the 2021/2022 basketball season

Signed: Fr Pat Carolan
(President / Chairperson)

Date: 01 August 2021

2. Background

This club was founded in 1983 for the purpose of providing the circumstances in which all sectors of the community could engage in the game of basketball in either a recreational or competitive manner.

We are affiliated to Basketball Ireland (BI), Dublin Mens Basketball Board (DMBB) and Dublin Ladies Basketball Board (DLBB). The club teams, both senior and under-age, participate in the various county (DLBB/DMBB) and national competitions (BI). We have enjoyed a level of success in all competitions and at all levels.

3. Club Mission

To promote the game of Basketball, in the local area through the provision of facilities and club structures so that all its members can engage in basketball at both competitive and recreational levels and, in doing so, improve the fabric of the local community.

4. Core Values

We have developed our club to a high standard and we have an ethos of:

- providing a club environment which is seen to be inclusive in every respect
- welcoming all sections of the community regardless of ability, age or gender
- treating all members and visitors with respect
- conducting the club business in a responsible and transparent manner

5. Club Structure

The club structure consists of a President, and Executive Committee who are responsible for the operation of the club's affairs. Other sub committees may be set up from time to time for the purpose of overseeing particular club activities or development projects. The full club structure is outlined at Appendix A.

5.1 Committees

The club is governed by an Executive committee which is elected in accordance with the constitution of the club. Sub-committees, answerable to the Executive committee, will be formed from time to time to address areas such as fundraising, development, etc.

5.2 Senior Section

The senior section of the club comprises of both men and women's teams. There are two men's teams, and they play in Div 2 and Div 3 of the DMBB Leagues. There are four women's teams, with two teams playing in Div 1 and one each in Div 4 and Div 5 of the DLBB Leagues. All teams consist of players, who have either graduated from the under-age section or who joined the club as senior members. The contact numbers for all teams will be available on the Club Website with weekly fixtures being posted here also.

5.3 Under-Age Section

The under-age section is spread over various age groups from U11 to U18, for both boys and girls. Coaches will be trained, and the provisions of the Children First Act 2015 will be strictly observed. Contact numbers for all under-age coaches and training times will be available on the club website.

5.4 Teams and membership fees

Selection of players for the various teams will be a matter for the management of such teams. All teams will wear the club kit when playing in competitions. The costs associated with teams, such as DMBB and DLBB Registration, hall costs and League fees are covered by your membership fees. Trips to tournaments and other additional costs are not covered. All members are encouraged to engage in club fundraising activities to help fund these special events and keep Membership costs as low as possible.

6. Governance

6.1 Constitution

The club has a documented constitution which will be available on the club website. The constitution is the reference point through which the operations and administration of the club are managed. The club constitution is available to any member who wishes to see it. Changes to the club constitution can be made only at an AGM or EGM of the club.

6.2 Code of Conduct

This club does not wish to burden itself with a weight of rules or to restrict the enjoyment of the club by any member. However, the club is known for its high standards and its awareness of the need for good governance. The main rules are outlined in the club constitution and any situation which might arise which may be assessed as contrary to club norms will be addressed by the Executive Committee.

6.3 Child Protection

We as a club will adhere to all the current legislation in respect of child protection so that all the under-age members and their parents can be confident that they are participating in club activities in a safe

and enjoyable environment. Training as required will be provided to particular people such as coaches and team management so that we have the required expertise and awareness at all levels of the club. Our responsibilities in this regard will be taken very seriously by all concerned.

6.4 Child Protection Officer

Our policy on child protection is in accordance with “Children First – National Guidance for the Protection and Welfare of Children” (Department of Children and Youth Affairs, 2011), the Children First Act 2015, with our club constitution and our general duty of care. We are committed to promoting the rights of the child to be protected, to be listened to and to have their own views taken into consideration.

Linda Donegan as our Child Protection Office (CPO) will act as a liaison with outside agencies and a resource person to any General Committee member, club member or volunteer who has child protection concerns. The CPO is responsible for reporting allegations or suspicions to the Child and Family Agency, Tusla, or An Garda Síochána. The club has put in place a standard reporting procedure for dealing with disclosures, concerns or allegations of child abuse. For the purposes of our activities, our CPO will be our Welfare Officer (WO).

6.5 Bullying and Harassment Policy

Bullying is defined by the Department of Education and Skills guidelines as unwanted negative behaviour, verbal, psychological or physical, conducted by an individual or group against another person (or persons) and which is repeated over time.

- Physical pushing, kicking, hitting, pinching etc...
- Name calling, sarcasm, spreading rumours, persistent teasing and emotional torment through ridicule, humiliation or the continual ignoring of individuals.
- Posting of derogatory or abusive comments, videos or images on social network sites.
- Racial taunts, graffiti, gestures, sectarianism, sexual comments, suggestions or behaviour.
- Unwanted physical contact.

Whether the harasser intends it to be offensive or not is not the point – if the behaviour is unwelcomed it is harassment. Our club will not tolerate harassment of any party involved in any way with club activities. The club policy in this matter is available on our website.

6.6 GDPR and Privacy

We collect information that you choose to provide to us. Upon using our website or connecting to any online devices in the club you are voluntarily sharing personally identifiable information such as your name, email address, postal address and club events which you may be interested in. We as a club will comply with all the relevant legislation governing this area. Our policy in this regard is available on our website.

7. Facilities

We are based in the Oblate Hall, which is owed and run by the Oblate Fathers. As the club grows, we also hire court time in other venues such as St Michaels Sports Centre Inchicore and Drimnagh Castle Secondary School.

8. Membership

8.1 Senior Section

Any players on teams must be registered and pay their fees. Such application will be checked by the Club Treasurer/Registrar and, unless there are some conditions which would mitigate against membership (e.g. Availability of spaces), that application will be approved. Continued membership of the club is contingent on adherence to its rules and constitution and the payment of the required membership fee by the appointed date.

8.2 Under-Age Section

The conditions which apply to senior membership will also apply to the under-age section. Further to these conditions, the permission of parents will be required in particular circumstances such as the use of photography, signing of membership forms, etc. Continued membership is dependent on adherence to the rules and the payment of the annual membership fee by the appointed date

9. Affiliation

Oblate Basketball Club (OBC) is affiliated to the national governing body of Basketball in Ireland, Basketball Ireland (BI). OBC is also affiliated to the Dublin Men's Basketball Board (DMBB) and Dublin Ladies Basketball Board (DLBB).

10. Insurance

The club is insured to the required standards ie public indemnity. It must be understood that all members of the club must have paid their membership in order to be covered by such insurance. Therefore, any member, or former member, whose membership is not currently paid up cannot partake in club activities. Basketball Ireland have a player Insurance scheme as part of their membership fee, details of the cover are available on www.basketballireland.ie. To avail of this and to partake in any competitions all players must also be registered with Basketball Ireland.

11. Volunteer Policy

Our club, as in every club, is very dependent on the contribution of volunteers so we welcome any contribution from any member of the club. Volunteers often think that they need particular skills and expertise in order to help out with club matters. This is not the case – our policy is to welcome any effort, no matter how small or infrequent, which will assist in easing the burden of operating the various functions of the club.

Volunteers who wish to be involved in any way with children will need to be amenable to Garda vetting and any other training as may be required from time to time. We would fully appreciate your help in running any aspect of the club, so yes, our policy is one of welcoming any member regardless of gender or age. Your club will mean more to you when you are part of its development.

12. Communication

It is important that all club members can feel that they are fully included in the overall direction and activities of their club so we understand the value of solid ongoing communication which should permeate every aspect of what we are doing. We will use our website, social media streaming, noticeboard, emails and meetings with different sections at various times so that our club identity and ethos is continuously broadcasted. We will also interact with numerous constituencies during matches, fundraising efforts and social events. We will also use local media outlets to report on club events and to promote our general presence in the community. The contact numbers of club officers and officials are available to any club member who wishes to air any query or concern.

12.1 Club Website

Our club operates, and will maintain, a website which can be accessed at www.Oblatebasketball.com. This site is intended to give members and the general public an ongoing insight into the club's activities, structures, competitions, events and any other matters of interest to its members. We will ensure that the site is continually updated and will always consist of content which reflect the ethos of the club.

12.2 Interactions with Stakeholders

Our club is similar to any other club in that it has a broad spectrum of stakeholders which includes its members, players, governing sports bodies, supporters, government agencies, lending institutions, the general public, etc. The club's central tenet is to treat all such stakeholders with respect and to deal expeditiously with all matters relating to stakeholders. Our ongoing intention is to properly represent the club in such interactions and to be aware of our governance requirements under the club constitution and current legislation.

13. Club Administration

Every successful club is underpinned by a good administrative system. The main actors in our system are the Club Secretary, Club Treasurer and Chairperson. There are different levels of administration, such as that relating to player registration, so it is not necessarily one central system. In any event, proper records are maintained and most activities are documented.

The club's paperwork is retained at the Oblate Hall or it may be kept in the homes of key members. Regardless of how the administrative system is maintained, all records continue to be the intellectual property of the club and cannot be owned by any one person. It is critical that records are not altered or amended after the fact and that documents are not disposed of without the express permission of the Executive Committee. This is how we administer our club.

14. Training

Training, whether for individuals or teams, will be a matter for the relevant coaches and the timings, locations and requirements for such training will be publicised within the club so that other sections can plan their activities. The club may make its facilities available to county boards or provincial squads if such arrangements do not interfere with routine club activities.

14.1 Senior Training

The training times and activities involved in the preparation of senior teams comes within the remit of the management and coaches of such teams.

14.2 Under-Age Training

The training of under-age teams will come within the remit of the under-coaches selected for each particular age-grade.

15. Health & Safety

The club is very aware of its responsibilities under the *Safety, Health & Welfare at Work Act 2005*. A documented Safety Statement is available at various points in the club and policy documents in respect of bullying, harassment, diversity, privacy, etc. are available within the club and on the club website. All club members are reminded of their personal responsibilities under the current legislation.

16. Fundraising

Fundraising in all its forms is an integral part of club activity because the operations involved in running a club incur quite considerable costs on an annual basis. In addition to operating costs, every club has to undertake development projects which may have to be funded over a number of years. Fundraising, if not managed in an integrated fashion, can be inefficient, may not avail of available markets and can cause friction within the club if not properly controlled. The Executive Committee will exert central control in this respect so that all sections of the club are treated fairly and that various activities do not impinge on each other.

17. Strategic Plan

The club is formulating a strategic plan which will be available in the coming year. This plan, when authorised by the Executive Committee will govern the development of the club over the next 5 to 10 years.

Appendix 1

Executive Committee

Chairperson	Fr Patsy Carolan
Men's Secretary	Gary Byrne
Ladies Secretary	Vacant
Treasurer/Registrar	Mark Traynor
Development Officer	Gerry Farrell
Club PRO	Ellie Thornton

Other positions

Child Protection Officer	Linda Donegan
Designated Inclusion Officer	Sarah Byrne