

Welcome to Saints



Season 2026 - 2027

Welcome & Club Overview

We are delighted to welcome you to our club community. This booklet has been carefully created to support players, parents, and supporters with everything you need to understand how we operate, what we expect, and how you can get the most from your experience with us.

Our aim is to provide a positive, structured and enjoyable environment where every player can develop their skills, confidence, and love for the game.

We are a community-driven basketball club providing opportunities for players of all ages and abilities. From grassroots participation to national league competition, we offer an environment where players can develop, compete, and thrive.

Our club is built on passionate coaches, dedicated volunteers, and a shared commitment to creating a positive, inclusive, and ambitious basketball culture.

Our club is committed to providing basketball opportunities for all, from beginners through to performance-level athletes. We aim to develop players in a supportive and structured environment that promotes confidence, resilience, and a lifelong love of the game.

We focus on both participation and progression, ensuring every player has the opportunity to improve, compete, and enjoy their experience regardless of their starting point.

All club officials and coaches provide their services voluntarily; many of who have full time jobs and families and so we are grateful for their dedication and commitment to the club.

Club history

St Helens Saints Basketball Club has a proud and evolving history within the local sporting community and is now recognised as one of the **leading basketball clubs in the North West of England**. The club provides opportunities for players of all ages and abilities to engage with basketball in a positive, inclusive, and development-focused environment. Established to support grassroots participation, the club has grown significantly over the years, developing a broad programme of junior and senior teams competing in local regional and national leagues under Basketball England governance.

Alongside its strong community foundation, the club has developed a clear focus on **player progression and elite performance**, supporting talented athletes to reach

higher levels of the game. Through structured coaching, competitive fixtures, and a commitment to high standards, St Helens Saints has built a reputation not only for participation but for developing players capable of competing at regional and national and international levels.

A key part of this pathway is the club's strong relationship with the **Carmel College Basketball Programme**, one of the North West's leading post-16 performance environments. This link provides players with a clear progression route into elite-level training and competition, combining education with high-performance sport. Many athletes have successfully transitioned from the club into Carmel College, continuing their development within a structured and ambitious performance setting.

Most recently, the club has taken a significant step forward in its long-term development. On **2 June 2026**, it was announced that St Helens Saints is part of a collaborative bid alongside **Standing Tall Foundation** to acquire and redevelop the **Broadway site** in St Helens, with the vision of creating a dedicated basketball and community hub. This development represents a major milestone for both the club and the wider area, strengthening its position as a regional leader in basketball while expanding opportunities for participation, performance, and community engagement.

Through its combination of grassroots accessibility, commitment to inclusion, and growing performance pathway, St Helens Saints continues to play a vital role in developing basketball across the North West. The club remains driven by the dedication of its coaches, volunteers, and partners, working together to create opportunities and build a strong, sustainable future for the sport.

Club mission, vision and values

Mission Statement

At SAINTS, we create a supportive and inclusive environment where every player, coach and volunteer can grow with confidence. We are aspirational in our standards, nurturing in our approach, and united as one team. Together, we strive for success on and off the court, building a community where everyone belongs and everyone can thrive.

S upportive
A spirational
I nclusive
N urturing
T eam-focused
S uccessful

Basketball England

Level 1 Basketball England approved club – which means we adhere to the standards set out.

We also follow the National Basketball Rules and Regulations, which are updated annually and available via our website.

Basketball Northwest:

We also are a member of Basketball Northwest, who are a subsidiary of Basketball Northwest. They organise the regional league and coordinate referees for the majority of our games. They also organise regional officiating courses and events.

Social Media

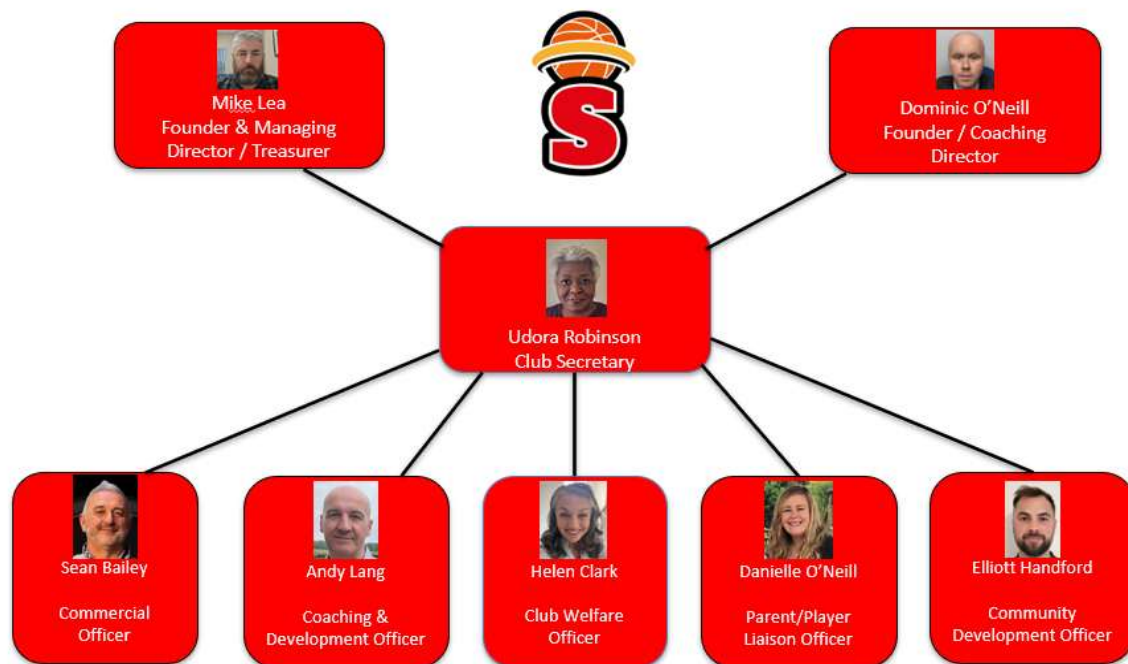
We encourage all players, parents, and supporters to follow our social media platforms to stay up to date with the latest club news, fixtures, results, and events. Our channels are a great way to celebrate achievements, share highlights from across the club, and stay connected with our community. Your support helps us grow our profile and showcase the positive impact of our programme.

[St Helens Saints Basketball | Saint Helens | Facebook](#)

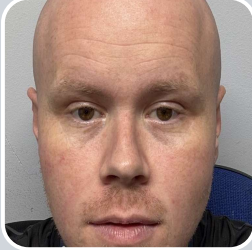
[Saints Basketball Club \(@shsaintsbasketball\) • Instagram photos and videos](#)

Key Contacts

Saints Basketball Club – Club Officials



Coaches



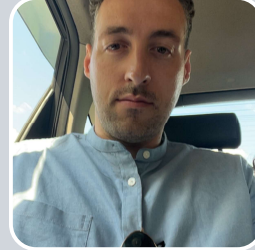
Dom
O'Neill
U18 Northern
Premier
Coach



Michael
Gillespie
U18 II
Northwest
Conference
Coach



Paul Gillespie
U16 I
Northern
Premier
Coach



Matt Allerston
U16 II
Northwest
Conference
Coach



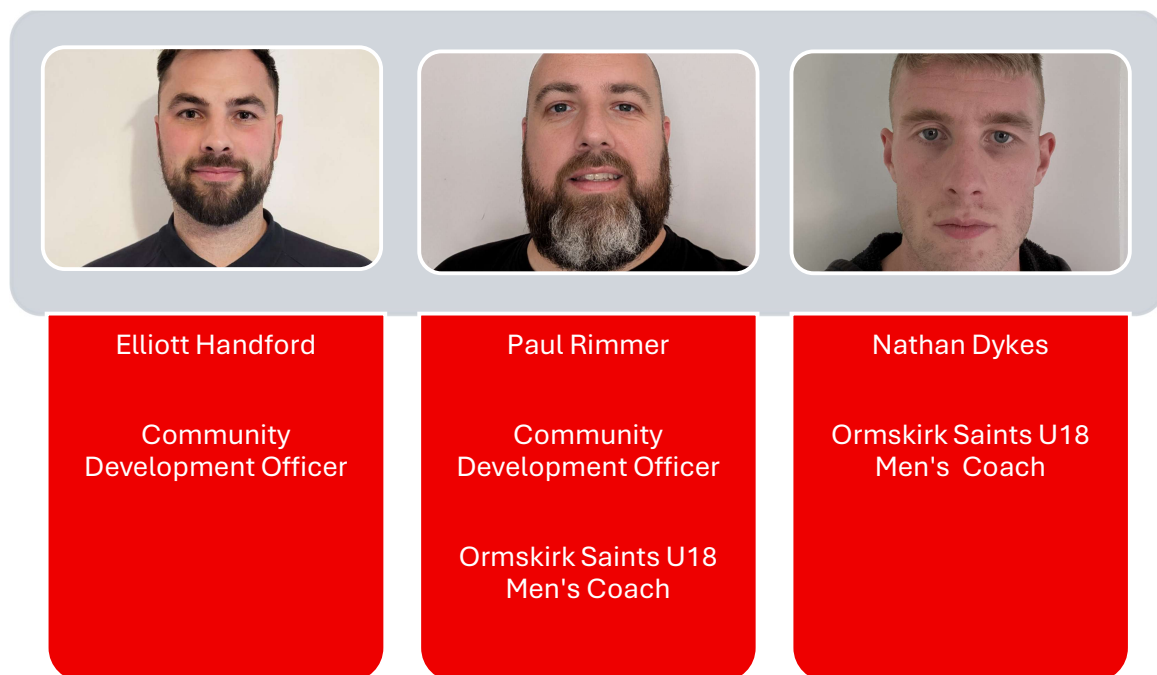
Phil
McLoughlin
U14 Northern
Premier Coach



Tom Berry
U14 Northwest
Conference
Coach



Jonathan Kirya
U12
Regional
Coach



- Coaches – Lead training sessions, guide development and manage game performance
- Club Officials – Oversee operations, governance, safeguarding and development

Sponsorship Opportunities

Our basketball programme offers a powerful platform for organisations to connect with a passionate and growing community, both on and off the court.

By partnering with us, sponsors gain meaningful brand exposure through game-day visibility, digital channels, community events, and youth development initiatives that reach players, families, and local supporters alike.

Beyond visibility, we provide a genuine opportunity to align your brand with teamwork, resilience, and positive community impact—values that resonate strongly with modern audiences. Whether through kit branding, event sponsorship, or bespoke partnership packages, we are committed to creating tailored opportunities that deliver measurable return on investment while helping our club continue to thrive and inspire the next generation of players.

For more information contact Sean Bailey on 07838 253879

Awards Evening

Our Annual Awards Evening is a key event in the club calendar, bringing together players, families, coaches, and supporters to celebrate the achievements of the season. The evening, usually held in May, recognises individual and team success, including development, commitment, sportsmanship, and performance across all age groups.

In addition to presenting awards, the event provides an opportunity to reflect on the season, acknowledge the contributions of volunteers, and strengthen the sense of community within the club. It is a positive and inclusive occasion that highlights the values of teamwork, respect, and personal development that underpin our programme.

Our Player Pathway

We provide a clear development pathway for all players within the club:

- **Introduction & Grassroots** – Learning the fundamentals in a fun and supportive environment
- **Development Teams** – Building skills, confidence, and game understanding
- **Competitive Basketball** – Playing in leagues and tournaments
- **Performance Pathway (NBL)** – Opportunities to compete at a higher national level

Our aim is to support every player's journey — whether they are playing for enjoyment, personal development, or aspiring to elite competition.

- Community – for school years 5 to 13 currently run out of Edge Hill University on a Wednesday with games on Saturdays.
- U12 – regional level
- U14 – conference and premier level (NBL)
- U16 – conference and premier level (NBL)
- U18 – conference and premier level (NBL) – players at this level typically attend Carmel College
- Men's Senior Team (NBL) – this year Divisions 1 (D1) and 3 (D3)

Table Officials, Referee and Coaching pathway

Our club is committed to developing not only players but well-rounded contributors to the game, offering clear pathways into officiating and leadership roles through Basketball England (BE) delivered courses.

Players have the opportunity to gain accredited qualifications as table officials, referees, and coaches, equipping them with valuable skills that extend beyond playing.

These programmes provide structured learning, practical experience, and nationally recognised certifications, opening doors to officiating and coaching opportunities at multiple levels of the sport.

By encouraging participation in these pathways, we empower individuals to deepen their understanding of the game, build confidence and leadership capabilities, and stay actively involved in basketball long term, whether on the court, on the sideline, or at the officials' table.

For more information visit - [Basketball Courses - Coaching, Officiating & Safeguarding](#)

Membership, Subscriptions & Registration

Membership & Subscription Fees

Club subscription fees support the full operation of a safe, high-quality basketball programme, not just the weekly training sessions parents see. These fees contribute to essential costs such as **coaching provision, training venue hire, league entry fees, referee and table official payments**, and the purchase and upkeep of **equipment** such as, bibs, first-aid supplies, and coaching tools.

They also help cover the behind-the-scenes work that keeps the club running smoothly, including **administration and safeguarding**, insurance, software systems and general operational expenses.

In addition, subscription fees support broader club development, helping fund **player development opportunities**, coach education, and long-term improvements that benefit all teams.

Importantly, parents should also be aware that some costs usually fall outside subscription fees—such as **travel to games, kit, optional camps, and special tournaments**—so that core fees remain as manageable as possible. Understanding what subscriptions cover helps families appreciate the true cost of running a competitive basketball programme and ensures transparency between the club and its members.

We (Saints Community Sports) are a Community Interest Company (CIC), meaning we operate as a not-for-profit organisation that reinvests any surplus back into the club and wider community, ensuring our activities deliver clear social and community benefits rather than private profit.

We ask that subscription payments are paid on 1st of the month.

Please complete the subscription agreement form. [St Helens Saints Basketball Club - Player Subscription Agreement Form 2026/27 – Fill out form](#)

A payment link will be provided to you via your team WhatsApp group by Monday 22 June 2026.

Please add a reference number when submitting banking/payment transactions. The reference number should be “your child’s team, their first name and then the first letter of their surname.” For example U16IUDoraR

We are committed to being inclusive and understanding that members may face financial challenges at times and therefore aims to take a supportive and compassionate approach to the payment of monthly subscriptions. We recognise that participation in sport is important for physical health, mental wellbeing, and social connection, and we do not want financial hardship to become a barrier to involvement.

Members or families experiencing difficulties are encouraged to speak confidentially with club representatives, where flexible options such as adjusted payment plans, temporary reductions, or short-term deferrals can be discussed on a case-by-case basis.

The club will always handle these situations with discretion, respect, and without judgement, ensuring that individuals feel comfortable seeking support. Our priority is to keep players engaged and part of the team wherever possible, working collaboratively to find practical solutions that enable continued participation during challenging times.

Where we have not been able to speak to the parent about non-payment, we will reluctantly suspend the player from engaging in training and games.

Basketball Operations

Training

Details of training times and venues will be shared in advance.

Our usual venues are:-

- ✓ Carmel College (Prescot Road, St Helen’s, WA10 3AG)
- ✓ De La Salle High School (Mill Brow, Eccleston, WA10 4QH)

✓ Edge Hill University (St Helen's Road, Ormskirk, L39 4QP)

The training schedule, which is subject to change, will be shared in the team WhatsApp group.

We ask that parents indicate player availability by completing the form/link which will be shared in the team WhatsApp group. We recommend that you add the training schedule to your calendar.

Players are expected to attend training regularly and punctually.

Consistent attendance supports both individual progress and team development.

On arriving at training, if a session is underway, please be respectful to that session and await Coach instructions before taking to court. Do not enter a court if there is a session underway that is not being run by Saints. Players are also not permitted to use the court without a responsible adult present.

Players should arrive for training with any official club training clothing on or in their possession (e.g. reversible training top), appropriate footwear and water. Players should have any medicine they need also to hand.

Presenting ourselves professionally reflects pride in the club.

Players should confirm availability for training using the online form. Coaches rely on accurate responses for planning sessions.

All communication should be in or to the Coach on the WhatsApp group (if applicable) for the team.

If training is cancelled for any reason, it will be communicated through WhatsApp team chats as early as possible.

All the sites that we use for our training/games are non-smoking/vaping.

Only venue supplied seating is permitted courtside – this is to ensure that we comply with Basketball England court/run off requirements and venue health and safety rules and regulations.

Competition Information

Our season runs across the full year and includes:

- **Pre-season preparation** – typically from June to September
- **Tournaments and friendlies** – usually pre-season
- **League fixtures (including NBL where applicable)** – typically September to March

- **Sure Shot Cup Competition** – during the normal playing season (D1 , D3, U16 and U18 teams only)
- **Play-offs** – take place at the end of the normal season i.e. April/May for premier teams.
- Games tend to have a tip time between 10am and 5pm on Saturdays and Sundays
- Where a weekday game is arranged the tip time is typically 7.30pm to 8pm
- Teams are given at least 20 minutes to warm up prior to the scheduled tip time.
- Where a game is taking place beforehand, the tip time may be delayed slightly to allow the earlier game to conclude.
- We try our best to ensure games are played as scheduled but sometimes games will need to be changed. We aim to keep this to an absolute minimum and to provide as much notice as possible.

Match Day Expectations (to include friendlies, tournaments and cup games)

Player Availability

The fixture schedule will be available in early September. However, games are still subject to change. Basketball England sets a minimum of 14 days prior to the fixture date for clubs to confirm games. It is therefore vital that players update their availability at least three weeks prior to a scheduled game. We encourage parents to try and avoid taking holidays during the season but understand this may be unavoidable. The coach will usually select the players for each game by Thursday. The selected players will be shown on HoopsHQ and also via a message in the team WhatsApp chat. Please inform your coach and/or team manager if your child is no longer available to participate in the game.

Travel arrangements & overnight stays

Parents should expect that **NBL basketball (especially at Premier Level)** involves **significant travel, time commitment, and logistical planning throughout the season.**

Premier Games are played **nationwide**, meaning regular journeys of **1–4 hours each way**, with some fixtures requiring **early morning departures** or **full-day travel** depending on location and tip-off times.

Families should be prepared for **occasional long-distance trips** to regions such as the Midlands (Milton Keynes, Derby and Lincoln) or the North East (Newcastle) or North West (Barrow), as fixtures are scheduled across the country.

Travel is typically **parent-led**, so car sharing, advance planning, and clear communication within the team are essential. Your Team Manager may be able to offer some assistance with coordinating travel.

Parents should liaise with each other using the WhatsApp channels to organise car sharing, or lifts if needed. For any issues on this, please contact our Club Welfare Officer, Helen Clark.

Important - Please see later policy in this handbook on travel to basketball training and games and coaches or club officials providing transport.

Players are expected to arrive **well before tip-off** for warm-ups and team preparation, which may add **60–90 minutes** to travel time. Parents should also anticipate **90 minute midweek training sessions (up to 3 times a week)**, weekend games, and the possibility of **double-header weekends (which are games on a Saturday and Sunday)** or fixtures being rearranged/postponed.

On occasion it may be necessary to stay overnight before a league or cup game. This will be communicated via WhatsApp. Note, overnight hotel expenses are not covered by the club.

Sometimes, the club has access to a minibus which may be used to transport players to away games. In this case, the club will require parental consent for players to be transported in this manner. We may ask for a parent contribution towards the use of the min-bus when in use.

At this level, punctuality, reliability, and a willingness to support the team's travel needs are crucial to ensuring players can compete consistently and safely.

Some of the above may apply to Conference Level teams competing in cup games on occasion.

Arrival

- Players should arrive around 1 hour before tip-off – exact arrival time will be posted on your team WhatsApp group prior to game day.

Clothing

- Full club kit must be worn and will be provided before the game or on arrival to the venue
- Players wearing garments underneath kit must ensure they adhere to FIBA guidelines as below
 - **Material & Style:** Must be compression gear or approved performance material. Non-compression, standard cotton T-shirts are **not permitted**.

- **Colours:** All players on the team must wear the exact same solid colour for any visible undergarments and compression sleeves (e.g., all black or all white).
- **Length:**
- **Undershirts:** If they have sleeves, they must end above the elbow.
- **Undershorts/Leggings:** If they extend below the game shorts, they must be the same dominant colour as the shorts. If worn on the upper leg, they must end above the knee; if for the lower leg, they must end below the knee.
- **Safety:** All undergarments must be free of zippers, pockets, or any objects that could cause injury or abrasions to other players.

During the game

Bench conduct - Players on the bench are expected to behave respectfully and positively at all times. They should stay within the designated bench area, remain attentive to the game, and be ready to play when called. Players should encourage teammates in a supportive manner and always show respect to coaches, officials, opponents, and spectators. Negative behaviour such as arguing, using inappropriate language, or challenging decisions is not permitted and may result in penalties. Overall, players are expected to represent the team with good sportsmanship and contribute positively to the team environment, even when not on the court.

Parent/supporter behaviour - Parents and spectators are expected to support all players in a positive and respectful way throughout games.

Encouragement should be constructive and focused on effort, teamwork, and enjoyment rather than criticism or coaching from the sidelines.

Respect must always be shown to referees, coaches, opposition players, and other spectators—this includes accepting decisions without argument and avoiding negative or inappropriate language.

Parents should allow coaches to guide the team and help create a supportive, pressure-free environment where all players can develop and enjoy the game. Ultimately, behaviour on the sidelines should reflect good sportsmanship and contribute positively to the overall atmosphere of the club.

A Game Day Delegate is appointed by the home and away teams and they have full responsibility, authority and discretion regarding all issues which occur during a game and/or on site. Should an incident occur, the Game Day Delegate has the right to request a spectator to leave the court or in exceptional circumstances, in agreement with the crew chief, abandon a game. A report will then be submitted to Basketball England, which could result in a disciplinary action against the club and/or individual and/or a fine.

Basketball England Registration

All players must:

- **Complete registration through PlayHQ – to join a team and to complete the required licensing process**
- **Ensure licensing requirements are met before participating**

Players who are not correctly registered or licensed will not be eligible to play. There are NO exceptions to this.

To register on Play HQ, parents/guardians should create an account in their name first before adding any dependents/players. The club will provide the registration link in August 2026. We encourage you to start the process early to avoid any delays in completing the process. Here you can complete the player details and make payment where applicable; once submitted, the registration is reviewed by the league and then approved by the club.

We recommend completing this process as early as possible—ideally 3–4 weeks before the start of the season—to allow time for team allocation, league submission, and any required checks. It's particularly important to start this process as early as possible in the following scenarios

- 1. This is your first year playing at National League level.**
- 2. The player does not hold a British Passport, and this is their first-year registering/licencing with Basketball England.**
- 3. Transferring from another club**

We use digital platforms to organise the season efficiently:

- **PlayHQ – Registration, fixtures, results and official league activity.**
PlayHQ is **the system you use to register your child, pay licence fees, and see their basketball games and results.** Everything—teams, schedules, and scores—is kept in one easy place so parents always know what's going on.
- **HoopsHQ – Player availability, games, live scoring tracking and team coordination.** HoopsHQ is the **mobile app** that lets you **quickly check those fixtures, results, update players availability live scores** on your phone and track your son's statistics. To follow the club, select Saints Community Sports CIC, then from there you can select/favourite your son's team. You use the same login details you used for PlayHQ to access HoopsHQ. Please enable notifications in the app. Family members, friends and players can create their own accounts on HoopsHQ and follow the club/team or individual player.

Keeping information updated is essential for smooth club operations.

Guide to Registering for a Licence on PlayHQ

Useful information about registering and applying for a player Basketball England licence:

All players at National and Regional League levels are required to apply for a licence with Basketball England

Once approved, the licence holder will be insured and be able to play at NBL/RGL levels.

1. Your Registration Link:

The club registration link will be posted in WhatsApp Announcements Channel by 31/7/26. Please do not share the link as it is unique to our club and competition type.

2. Create/Access Your Account:

- Click the link and select **Sign Up** on the [PlayHQ Sign Up](#) page to create a new account.
- Use your personal details first before registering a child/dependant).

3. Select Your Role:

During the form process, choose the appropriate role (Player, Coach, Team Manager, or Official).

For National League players, you will require a **Performance Licence**. The fee is set by and paid directly to Basketball England and for 2026/7 costs £43.00.

For regional players (i.e. U12I and Ormskirk and St Helens U18 Men) you will require a **Participant licence**. The fee is set by and paid directly to Basketball England and for 2026/7 costs £20.00.

NOTE: Basketball England offers different prices depending on age/nationality, so please select the appropriate one for your player.

4. You will be asked to answer several questions (emergency contact, health conditions and consents to media and first aid).

- Upload a recent clear head-and-shoulders digital passport style photo (feel free to smile!).

5. Review and Pay:

- Review all entered information for accuracy.
- Pay the fee to Basketball England

6. The club will automatically be notified of your registration, and each one will be reviewed.

- If your application is approved, you will be allocated to your specific team.
- If your application requires further information, you will receive a message from Udora (Club Secretary) with instructions on next steps. Please action this promptly as pending applications will prevent the player from being able to play, regardless of the reason for the delay.

7. **Access Your Digital License:**

Once approved, you can view your active registrations and digital membership card via HoopsHQ.

We recommend that you share a screenshot of your son's licence with your son so that in the event of you not attending, he can provide his licence if necessary.

Before a game can start, the Referees will review the player licence. The referee may ask the players to stop their warmup as they verify each player. It is the referee's final decision, so please ensure the photo is an accurate and recent image of the player.

Safeguarding & Welfare

St Helens Saints Basketball Club is fully committed to safeguarding and promoting the welfare of all players, particularly children and young people. We aim to provide a safe, positive, and inclusive environment where everyone can enjoy basketball free from harm, abuse, or discrimination. Our approach follows best practice guidance from **Basketball England** and the **NSPCC**.

Club Safeguarding Commitment

We place player welfare at the heart of everything we do. We:

- Maintain a **zero-tolerance approach** to abuse, bullying, and discrimination
- Promote respect, inclusion, and fairness
- Ensure all concerns are taken seriously and acted upon
- Provide a safe and supportive environment for all participants

Club Welfare Officer

The Club Welfare Officer is the first point of contact for safeguarding concerns:

Name: Helen Clark

Email: hclarkcwo@yahoo.com

Phone: 07951 286208

Reporting Concerns

Safeguarding is everyone's responsibility.

- Report concerns immediately to the Welfare Officer
- In urgent situations, contact **emergency services (999)**
- All concerns will be handled **confidentially, promptly, and appropriately**
- Whistleblowers will be supported and protected

Anti-Bullying Policy

We do not tolerate:

- Physical, verbal, or emotional bullying
- Social exclusion or cyberbullying

We will act on all incidents and promote a culture of respect and teamwork.

Photography & Filming Policy

- Parental/guardian consent required for taking images of children
- Images must be appropriate and respectful
- No personal details shared alongside images
- No photography in changing areas

Social Media Policy

All members must:

- Use social media responsibly and respectfully
- Avoid offensive, abusive, or inappropriate content
- Maintain professional boundaries

Child Protection Procedures

In line with Basketball England and NSPCC guidance, we:

- Use **safe recruitment practices and DBS checks**
- Provide safeguarding training for staff and volunteers
- Maintain clear reporting and recording procedures
- Ensure appropriate supervision at all times

If a concern arises:

1. Listen and reassure
2. Record accurately
3. Report immediately to the Welfare Officer

Club Administration

Communication

Our club is committed to clear, consistent, and timely communication to support players, parents, coaches, and volunteers.

General enquiries should be directed to the Club Secretary via email, with an expected response time of within 48 hours (Monday–Friday).

Urgent queries on training sessions or fixtures should be raised with the relevant team coach, who will aim to respond within 24 hours.

Safeguarding concerns must be reported immediately to the Club Welfare Officer.

Membership, payments, and registration queries should be addressed to the Club Secretary. During this initial period, please contact Udora on 07847621159 or via email to fixtures@saints-basketball.co.uk

Where an issue cannot be resolved at the initial point of contact, it should be escalated to the Head Coach or Club Chair as appropriate.

If further escalation is required, matters may be reviewed by the Club Committee, whose decision will be final.

We ask all members to use respectful and appropriate communication channels at all times.

Club Kit & Branding

Club kit and training items can be ordered through our online club shop, where a full range of approved clothing and equipment will be available (we will notify all members when the shop is online and ready).

Orders should be placed directly by members, and delivery times will be confirmed at the point of purchase. Please ensure correct sizing before ordering, as personalised items may not be refundable.

Official game-day kit is provided and managed by the club; this is issued to players on match days by the team coach or team manager.

All game kit remains the property of the club and must be returned promptly at the end of the game. The Team Manager then arranges for the kit to be washed and dried ready for the next game. We ask that if you are able to help with the washing and drying of the kit, you let your Team Manager know.

Players are responsible for taking care of issued kit and reporting any loss or damage as soon as possible.

Health & Medical Information

Medical Declaration Requirements

All players must complete a medical declaration form prior to participation each season (on PlayHQ), providing accurate details of any existing medical conditions, allergies, injuries, or additional needs. It is the responsibility of the parent / guardian (or player if over 18) to ensure this information is kept up to date throughout the year. Failure to disclose relevant medical information may impact the club's ability to respond effectively in an emergency.

Concussion Protocol

The club follows Basketball England's "Recognise, Remove, Rest, Recover, Return" approach to concussion management. Any player showing signs or symptoms of concussion, or suspected of having sustained a head injury, must be immediately removed from play and must not return to basketball activity on the same day under any circumstances. The player should be assessed by an appropriate healthcare professional and must have a period of physical and cognitive rest. A graduated return-to-play programme must be followed, only progressing if symptom-free at each stage, with a minimum recommended rest period in line with Basketball England guidance (typically at least 14 days for adults and longer for juniors). Written medical clearance may be required before full return to training and competition. Player safety is always the top priority.

Injury Reporting

All injuries sustained during training sessions or matches, whether minor or significant, must be reported to the coach or team manager as soon as possible. An official injury / accident form should be completed to ensure accurate records are maintained. This helps the club monitor player welfare, identify potential risks, and fulfil any insurance requirements.

[St Helens Saints Basketball Injury and Accident Form 2026/7 – Fill out form](#)

Emergency Procedures

In the event of a serious injury or medical emergency, the supervising coach or responsible adult will take immediate action, including administering first aid where appropriate and staff are trained to do so, contacting emergency services (999), and notifying the player's emergency contact. All venues used by the club have designated assembly points and first aid provisions, which coaches and volunteers are familiar with. Players and parents should follow instructions calmly and promptly in any emergency situation.

Medication Guidance

Players who require medication (e.g. inhalers, EpiPens) must bring it to every session and ensure it is easily accessible. Coaches should be informed of any essential medication and how it should be administered in an emergency. The club does not routinely store or administer medication but will support in emergency situations where necessary and appropriate.

Online Club Accident/Injury Form

All accidents and injuries must be logged using the club's online accident/injury reporting form within 24 hours of the incident. This ensures consistent record-keeping, supports safeguarding and insurance processes, and helps the club review and improve safety practices. The form can be accessed via the club website, and assistance is available from the Club Administrator if required.

[St Helens Saints Basketball Injury and Accident Form 2026/7 – Fill out form](#)

Volunteering & Parent Involvement

Team Managers

Team Managers play a vital role in supporting coaches and ensuring the smooth running of each team. In line with Basketball England expectations, the Team Manager acts as the main point of contact for players and parents, helping to coordinate communication regarding fixtures, training updates, and availability. They assist the Club Secretary with administrative tasks such as organising matchday logistics, ensuring player registrations are complete, and supporting compliance with league and Basketball England requirements. On game days, Team Managers may coordinate kit distribution, liaise with officials, and ensure scoresheets and administrative duties are completed correctly. Importantly, the role supports a safe, organised, and positive environment, allowing coaches to focus on player development and performance. When the need arises, the Team Manager will sit with the team on the bench. Volunteers wishing to be considered for a Team Manager role will be invited by the Club Secretary before the end of July 2026.

Fundraising

Fundraising is key to supporting club development, helping to subsidise costs such as equipment, venue hire, and competition entry fees. Members and families are encouraged to take part in any organised fundraising initiatives throughout the season, which may include sponsored events, community activities, or partnerships with local businesses. All contributions, big or small, help the club remain accessible and sustainable.

Events Support

The club runs a range of events across the year, including tournaments, camps, and social activities. Supporting events is a great way to engage with the club community and enhance the experience for all members.

Complaints & Appeals

The club is committed to maintaining a positive, respectful, and safe environment for all members. Where concerns arise, we encourage issues to be addressed promptly and fairly through the following process:

Informal Resolution

In most cases, concerns can and should be resolved informally at the earliest opportunity. Members, players, or parents are encouraged to raise any issues directly with the relevant coach, team manager, or appropriate club official in a calm and constructive manner. Open communication often allows misunderstandings or minor concerns to be resolved quickly without the need for escalation. The club encourages all parties to approach informal discussions respectfully and with a solution-focused mindset.

Formal Complaints

If a concern cannot be resolved informally, or if the matter is of a more serious nature, a formal complaint may be submitted. Complaints should be made in writing to the Club Secretary or designated committee member, clearly outlining the nature of the issue, relevant details, and any steps already taken to resolve it. The club will acknowledge receipt of the complaint and conduct a fair and impartial review, which may include gathering statements or speaking to those involved. The aim is to reach a transparent and consistent outcome in line with club policies, codes of conduct, and, where applicable, Basketball England regulations.

Appeals Process

If an individual is dissatisfied with the outcome of a formal complaint, they have the right to appeal the decision. Appeals must be submitted in writing within a specified timeframe (typically 7–14 days), outlining the grounds for appeal and any new or additional information. The appeal will be reviewed by a separate panel or members of the club committee not previously involved in the original decision, ensuring independence and fairness. The outcome of the appeals process will be communicated clearly and will be considered final within the club's governance structure.

At all stages, the club will ensure that matters are handled sensitively, confidentially, and in line with safeguarding and Basketball England best practice.

GDPR & Data Protection Consent

The club collects and processes personal data in line with UK GDPR and Data Protection legislation. All members must provide consent for the club to:

- Store and manage personal information securely
- Use contact details for club communication purposes
- Share information where required for league registration or safeguarding

Members have the right to access, amend, or withdraw consent at any time, subject to legal and operational requirements.

Parent/Guardian Acknowledgement

For all junior members (under 18), a parent or guardian must confirm that they:

- Have read and understood club policies and expectations
- Consent to their child's participation
- Agree to support the club's code of conduct and communication processes
- Provide accurate medical and emergency information

Player Acknowledgement (via parents or guardians if under 18)

All players are required to confirm that they:

- Agree to abide by club rules, policies, and codes of conduct

- Will behave respectfully towards teammates, coaches, officials, and opponents
- Understand their responsibilities regarding attendance, communication, and safety

Travel to Basketball Fixtures

Purpose

This section is designed to ensure the safe, consistent, and appropriate transport of players to and from basketball fixtures. The club prioritises the safety, wellbeing, and safeguarding of all participants and seeks to clearly outline expectations for parents, coaches, and club officials.

Parent-to-Parent Travel Arrangements

The club operates a **parent-to-parent transport model** as the preferred and expected method of travel to all fixtures. Parents and guardians are responsible for arranging lifts for their child, either directly or through co-ordinated car sharing with other families.

This approach:

- Promotes shared responsibility among families
- Reduces safeguarding risks
- Ensures transparency and accountability in travel arrangements

Parents are encouraged to organise lifts in advance and communicate clearly with one another regarding times, locations, and any changes to plans.

Requesting Support with Travel

The club recognises that there may be occasions where families require support with transport. In these cases:

- Parents **must complete the designated travel support request form (this can be found here) [St Helens Saints Travel Support Request & Safeguarding Consent 2026/27. – Fill out form](#)**
- Explicit **written consent must be provided** for any alternative travel arrangement
- Information provided should include emergency contact details and relevant medical information

Requests should be submitted in good time to allow the club to help support suitable arrangements.

Role of Coaches and Club Officials

It is important to note that:

- It is **not considered best practice** for coaches or club officials, who are in a position of trust, to transport players to or from fixtures
- This guidance aligns with safeguarding principles to protect both players and adults

Coaches and officials should not routinely provide transport and should avoid situations where they are alone with a player in a vehicle.

Exceptional Circumstances

In circumstances where no alternative travel arrangements can be made:

- The club will **review the situation on a case-by-case basis**
- Any transport provided by a coach or club official will follow strict safeguarding procedures, including:
 - Parental consent obtained in advance
 - Wherever possible, more than one player present
 - Clear documentation of the arrangement

The club is committed to supporting families while maintaining high safeguarding standards.

Please complete this form should you require club support.

Safeguarding Commitment

The safety and wellbeing of players is paramount. All travel arrangements should reflect good safeguarding practice, minimise risk, and promote a safe, inclusive environment for all participants.

Code of Conduct

Players Code of Conduct

As a player representing the club, players are expected to:

- Attend training sessions regularly and arrive on time
- Give maximum effort and maintain a positive attitude
- Listen to coaches and respond constructively to feedback
- Show respect to teammates, coaches, officials, and opponents
- Wear the correct kit and take pride in your appearance

- Communicate availability clearly and honestly
- Represent the club positively both on and off the court
- Adhere to the clubs policy on social media and behaviour

Being part of the club means contributing to a team environment built on trust, effort, and respect.

Parent / Guardian Code of Conduct

We ask all parents and guardians to support the club by:

- Encouraging all players, not just your own child
- Demonstrating respect towards coaches, officials, and opponents
- Allowing coaches to coach and avoiding sideline instruction
- Promoting a positive and supportive environment at all times
- Ensuring players arrive on time and are prepared for training and games
- Raising any concerns through the appropriate channels (Team Manager or Club Officials)

Our club is built on a partnership between players, parents, and coaches. Your support is essential in creating the best possible experience for every player.

Equality, Diversity & Inclusion

Equality Statement

Our club is fully committed to promoting equality, diversity, and inclusion across all areas of our activity. We believe that basketball should be accessible to everyone, regardless of age, gender, race, ethnicity, disability, sexual orientation, religion, or socio-economic background. We aim to create a welcoming, respectful, and inclusive environment where all individuals feel valued and able to participate to the best of their ability.

Anti-Discrimination Policy

The club operates a zero-tolerance approach to any form of discrimination, harassment, bullying, or victimisation. This includes behaviour that is direct or indirect and whether it occurs in person, online, or through any form of communication. All members—players, coaches, volunteers, and spectators—are expected to uphold the club's values and treat others with dignity and respect at all times. Any breach of this policy will be taken seriously and may result in disciplinary action in line with club rules and Basketball England regulations.

Inclusion Commitments

We are committed to actively promoting inclusion within the club by removing barriers to participation wherever possible. This includes ensuring fair selection processes, providing equal opportunities for development, and fostering a culture

where differences are respected and celebrated. We will work to ensure that all members feel supported and that individual needs are considered in the planning and delivery of training, competitions, and club activities.

Accessibility Arrangements

The club will make reasonable adjustments to support participation for individuals with additional needs or disabilities. This may include adapting training sessions, providing additional support where possible, and selecting accessible venues. We encourage members to inform the club of any requirements so that appropriate arrangements can be made. While some factors may be outside of the club's direct control (such as third-party facilities), we will always seek to find practical solutions where possible.

Complaints Process

Any concerns relating to equality, diversity, or inclusion should be raised in line with the club's complaints procedure. Wherever possible, issues should first be addressed informally with a coach or club official. If the matter cannot be resolved or is of a more serious nature, a formal complaint can be submitted in writing to the Club Committee. All complaints will be handled sensitively, confidentially, and fairly, with appropriate investigation and action taken where necessary. Individuals also have the right to escalate concerns further in line with Basketball England safeguarding and disciplinary procedures if required.

Appendix: Basketball England Policies & Guidance

Our club operates in line with the policies, procedures, and best practice guidance set out by **Basketball England (BE)**, the national governing body for basketball. All members are expected to familiarise themselves with these policies, which underpin our standards for safety, conduct, and inclusion.

[Basketball Document Finder - Policies & Guidance](#)