



Employees Training Matrix 2026

By working for Bucks Cricket CIO (whether full-time, part-time, casual or self-employed), you agree to uphold the responsibilities that come with representing the organisation.

All work and communication must align with Bucks Cricket's aims and the direction set by the relevant programme lead. Bucks Cricket takes its duty of care seriously. The safety and wellbeing of all participants is a top priority, and everyone must be treated equally, with dignity and respect.

CERTIFICATES

Employees agree that it is their responsibility to ensure that the following certifications are kept up to date and will keep a personal record of certifications and expiry dates – and share with the Bucks Cricket as required:

TRAINING	WHO	HOW OFTEN	WHERE (follow URL link to complete online where relevant)
ECB Safeguarding Level 2 (previously SSR and SYC before that)	ALL	3 years (if existing SSR was within last 3 yrs it still counts)	Online – ECB Elearning (click courses and search if not obvious)
DBS (must be ECB specific)	Coaches	Annual (new system requires update every year)	Use Update Service. If need new DBS initiating, email safeguarding@bucks cricket.co.uk with your DOB
First Aid Training	Coaches	3 years	In-person 3+hr course - can be from another sport/work or book via Bucks Cricket website
ECB Talent Pathway Safeguarding Workshop – Level 3	Coaches	3 years	In-person (3hrs)
Prevent	Coaches	3 years	Online – ECB Elearning (click courses and search if not obvious)
ECB Coaches Association Membership	Coaches	Annual	Direct Debit/Online
CPR training	Recommended	3 years	Online (10 mins)
Concussion training	Recommended	3 years	Online (15 mins) (not certificated)
ECB Anti-Discrimination/Introducing the Boundary Training	STAFF	3 years	Online – ECB Elearning (click courses and search if not obvious)
ACT – Safeguarding Adults	Men/Women's Lead Coaches; Disability & Adult Participation Hub coaches	3 years	Link available via emma.boswell-harris@bucks cricket.co.uk

Certificates & DBS renewal confirmation email should be sent to admin@bucks cricket.co.uk

Issues with ECB E-Learning platform (SG-L2, Prevent, ADT, Concussion) send to learning@ecb.co.uk



A safeguarding induction with the County Safeguarding Officer must be undertaken before starting in a role. safeguarding@bucks cricket.co.uk

Coaches must remain compliant with ECB Safeguarding requirements. Employees review and agree to acting by the policies as set out by:

- [ECB Regulations](#)
- [ECB Safeguarding Kit Bag Resources](#)
- [Bucks Cricket Safeguarding Policy](#)
- [ECB Anti-Discrimination](#)

ACCIDENT REPORTING

If there are any accidents or injuries during your session, ensure you complete the Form that is sent on weekly Sessions/Fixtures email, within 48 hours of the session finishing.

SAFEGUARDING

- Report any safeguarding or behavioural concerns immediately to safeguarding@bucks cricket.co.uk
- Complete and maintain up-to-date safeguarding training
- Create a safe, inclusive environment and act as a positive role model
- Ensure appropriate supervision at all sessions, with at least one (ideally two) DBS-checked adults present
- Maintain professional behaviour, clear boundaries and confidentiality at all times (in person and online)
- Build respectful, professional relationships with all involved
- Recognise your position of trust and maintain appropriate boundaries (sexual behaviour with under-18s is illegal)
- Encourage open communication and listen to feedback
- Respect facilities, following rules and leaving venues tidy
- Act appropriately when representing Bucks Cricket, recognising changes in personal relationships
- Support officials and ensure decisions are respected
- Do not use your role for personal gain or to influence participant choices

SOCIAL MEDIA

- Be mindful of Parental consent processes/records when taking photos of U18s
- Do not post images of children faces from Bucks Cricket sessions on your personal social media (unless you have specific written permission)
- Do not follow, message or engage with under-18s on social media or apps (including WhatsApp)
- Do not post anything that could negatively affect Bucks Cricket on your personal accounts

COACHES: [ECB Coaches Code of Conduct](#)

COUNTY PATHWAY COACHES: Alignment to Bucks Cricket approach

Coaches working on behalf of Bucks Cricket are to align coaching sessions, management of matches and selection decisions to principles outlined by the Head of Performance and County Pathway Manager. This is always underpinned by a focus on long-term development and continual improvement of all players and teams