



# Codes of Conduct

<b>Policy Scope</b>	<b>To set out the minimum expectations for Gymnasts, Parents and Coaches.</b>
<b>Document Control</b>	<b>Last Updated: Jan 2024 Review Date: Jan 2025</b>

# CODES OF CONDUCT



Stevenage Gymnastics Club is fully committed to safeguarding and promoting the wellbeing of all its members. We would like to offer a positive experience for children and young people, where they can learn new things in a safe and positive environment.

We believe that it is important that members, coaches, administrators and parents associated with clubs should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with either of the Club Owners.

We have created a Code of Conduct which forms the minimum expectations we have for Gymnasts, Parents and Coaches. Please see below for details:

## **Code of Conduct for GYMNASTS**

- Gymnasts are required to wear suitable clothing to training. For example, shorts, t-shirts/crop tops, leotards, leggings. Clothing needs to be comfortable to allow freedom of movement while at the same time not being loose, for safety reasons.
- Lessons will begin promptly; we expect gymnasts to arrive on time unless unavoidable.
- Gymnasts are not allowed to wear any jewellery during training sessions or events (this includes body rings / bars, nose studs or earrings). Newly pierced stud earrings can be covered by tape for 6-8 weeks following piercing, after which time, they must be removed.
- Gymnasts with long hair must tie it up away from their face.
- Gymnasts under the age of 12 must not leave the gym without the presence of a responsible adult. If your Child is under the age of 12 and you require them to leave the premises without an adult, you must contact the admin desk to sign a release form.
- Gymnasts should not climb on or use any equipment in the gym unless instructed to do so by a Coach.
- Gymnasts must never train alone in the Gym.
- Gymnasts must not train if they are unfit to do so.
- Gymnasts should train barefoot or in the SGC approved socks – which are available to purchase at the Admin desk.
- Gymnasts are not permitted to use mobile phones within the Gym.
- All Gymnasts should respect each other and the Coaches and Staff around them. Anybody found to be using bad language or bullying other children during training or afterwards (including via social media) will be suspended from the Club while a full investigation takes place. The investigation results could lead to a permanent Club exclusion.
- Gymnasts should listen carefully and follow the instructions of their Coach at all times.
- Gymnasts should treat all equipment of SGC as well as other people's belongings with respect.
- Gymnasts need to tell their Coach if they are leaving the Gym area for any reason – this is for safety in case of a fire.
- All children should be polite and wait for their turn sensibly.
- Gymnasts should respect their Coach and the decisions that are made about them within the Club.
- Gymnasts should not smoke or drink alcohol or take drugs while on the Club premises.
- Children should have respect for the school site and not use the school facilities (indoors or outside) inappropriately.
- Gymnasts should make the Club a fun place to be!

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## **Code of Conduct for PARENTS / CARERS**

- Parents / Carers must ensure their child is fit to take part in gymnastics activity. Any child having had sickness or diarrhoea should refrain from training for 48 hours.
- Parents should come into the waiting area to collect your child after their lesson.
- It is the responsibility of the parent to look after their child until the class commences, and then immediately following the end of the class.
- Parents need to support their Child to arrive promptly for their lesson.
- New parents should introduce themselves to the person taking the register on arrival for the trial session.
- Parents are to ensure their child is appropriately dressed for their class and jewellery is removed. (see Gymnast section above)
- Parents are expected to ensure payments of all fees and insurance are paid on time.
- Parents must ensure that all changes in contact details and medical status for children are brought to the attention of the Club as soon as possible.
- Parents should speak with a senior member of the SGC team if they are concerned about any coaching/development matter.
- Parents are invited to attend displays and events when they occur – details will be sent out by email with plenty of notice.
- For health and safety reasons, parents are not at any time allowed on the training floor unless invited to do so by a member of staff.
- Parents/Carers are kindly requested to make sure that children do not bring items of value into the gym as SGC cannot be liable for any losses. It is advisable for items of clothing to be labelled with the child's name.
- Parents should promote good sportsmanship at all times.
- Parents should respect the staff of SGC and the decisions that they make regarding the Gymnast's progress, as this will always be with the child's best interests in mind.
- Gymnasts requiring the use of an inhaler or other medical device, must have it clearly marked with their name on it. It should be handed to their Coach at the beginning of the class for safekeeping and collected again at the end.
- Parents should not film or photograph their child without the permission from a member of SGC staff. This is to ensure the safeguarding of all the Children who attend the Club.
- Any minor misdemeanours and general misbehaviour by a child or parent will be addressed by the Coach and reported verbally to one of the Senior members of SGC. More serious or persistent misbehaviour may result in disciplinary action and potentially dismissal from the club/sport. Parents will be informed at all stages.
- Smoking, drinking alcohol or taking drugs on the Club premises is strictly prohibited.
- Parents are requested to respect that SGC is run from a school and to therefore ensure that the waiting area is not damaged or left messy, and that no parents or children move around the school into classrooms or other areas as this will set off the school alarm.
- Parents are reminded that the school equipment or the school field outside is not to be used by other siblings while waiting.
- The school is a no-smoking, vaping and no animal zone – therefore parents should not smoke or bring pets into the school site, even if in their cars.

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## **Code of Conduct for COACHES & STAFF**

- Coaches are expected to be responsible for the children in their group during the whole of the gymnastics training session.
- Coaches should hold a valid coaching qualification and ensure that their coaching knowledge and practice are according to current best practice (unless they are in the role of Coach in Training).
- Coaches must be members of Gym Club Solutions in order to be insured to coach.
- Coaches must place the well-being and safety of the child above everything else.
- Coaches must ensure the activities they teach are appropriate for the age, maturity, experience and ability of the individual.
- Coaches should clarify with children exactly what is expected of them for each skill.
- Coaches should consistently display high standards of behaviour and appearance.
- Coaches should not wear jewellery in a training session unless it has been approved by a Club Owner. Long hair must be tied up at all times. Additionally, nails should be short in order not to injure the gymnast when supporting skills.
- Coaches must never allow gymnasts to leave the building without a responsible adult unless the child is either over the age of 12 or the release form has been signed.
- Coaches must ensure that the gym is safe to use before each use
- A qualified First Aider must always be on site.
- Coaches must never give a gymnast a lift home unless another adult is present and it is approved by a senior member of SGC staff.
- Coaches must never train in a one to one situation with gymnasts.
- Coaches are to ensure that gymnasts are fit to train and are to not promote continued training for an injured gymnast.
- Coaches must take any concerns or welfare comments made by the child seriously and act on them appropriately.