

## Alton Gymnastics Club

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### Code of Conduct for all Coaches, Officials and Volunteers

*Reviewed 17/08/17*

The essence of good ethical conduct is summarised in this code of conduct, to which all Coaches, Officials and Volunteers at Alton Gymnastics Club must adhere.

In addition to carrying out the duties described in the Job or Role Description, All Coaches, Officials and Volunteers must:

- Ensure they are familiar with all club Rules, Policies and Codes of Conduct.
- Consider the health, well-being and safety of participants before the development of performance.
- Develop an appropriate working relationship with gymnasts based on mutual trust and respect.
- Hold the appropriate, valid qualifications and BG Membership for the level of work that you are coaching / undertaking.
- Not coach above the level of your qualification unless under the supervision of a more senior coach. As a coach you should be aware of your own limitations.
- Maintain your disclosure status with the Disclosure and Barring Service (DBS) and any other associated organisation as deemed necessary by the British Gymnastics Association. This needs to be updated periodically.
- Keep up to date with Child protection awareness training as appropriate to your role. This needs to be updated periodically.
- Make sure all activities are appropriate to the age, ability and experience of those taking part.
- Ensure that all participants are suitably prepared both physically and mentally and that correct progressions are understood when learning new skills.
- If in doubt about a gymnastics skill, ask a more senior coach.
- Display consistently high standards of behaviour and appearance, dressing suitably in the gym and at competitions.
- Not use inappropriate language at any time whilst involved in club activities.
- Adhere to the Clubs policy on appropriate dress and the wearing of jewellery as set out by the British Gymnastics Association.
- Be punctual to training sessions, classes and competitions. Always let us know if you are going to be late or if you are unable to attend.
- Never consume alcohol immediately before or during training or events.
- Never accompany a gymnast alone to training or events without obtaining express written permission from the gymnast's parents. Use the established procedure for this.
- Never accompany a gymnast alone to an event where an overnight stay is necessary.
- Never share a hotel room or other sleeping arrangement with an individual gymnast. In the case of gymnasts and coaches attending an event where an overnight stay is necessary, the gymnasts must be allowed to share their own room and coach/coaches sleep separately, whilst monitoring lights out times etc. Written permission must again be sought from the parents to express satisfaction with the exact arrangements. Official forms must be used in order to obtain written permission for the transportation/accommodation of gymnasts at events and these forms must be taken to an from the event by the supervising coach, official or volunteer. These can be obtained from the administration files. All information disclosed is confidential and therefore, completed forms must be returned to the secretary immediately after the event.
- Never have gymnasts stay overnight at your home (unless they are your immediate family of course).
- Never exert undue influence over performers in order to obtain personal benefit or reward.
- Always report any incidents, referrals or disclosures immediately, following the appropriate guidelines set out in the BG Child Protection procedures.
- Never condone any rule violations or use of prohibited substances.
- Ensure that confidential information is not disclosed without the express consent of the individual concerned.
- Adhere to all Club Policies and enforce the rules of the club.
- Promote and uphold the positive aspects of the sport.
- Encourage performers to value their performance and effort. not just results.