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## Cotswold Gymnastics Club CASC Limited Rules and Code of Conduct

| **Approved By** | **Owner** |  |  |
| --- | --- | --- | --- |
| The Board | CGCCL Directors |  |  |
| **Version** | **Summary of changes** | **Document status** | **Date** |
| 1.0 | Adopted by CGCCL Directors | Approved | 1.10.23 |
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## Club Rules

1. Display high personal standards and a favourable image that is befitting to the role in the sport.
2. Not endanger the reputation of Cotswold Gym Club CASC Limited or British Gymnastics through inappropriate practices or behaviour.
3. Display responsible behaviour at all times.
4. Be polite, courteous and respectful to others.
5. Use their knowledge as objectively as possible and maintain a scrupulous fairness in their dealings with others.
6. Endeavour to dissipate inflammatory situations.

Ensure that differences of opinion or conflicts are dealt with through the proper processes Not abuse, harass, bully or victimise others.

## Gym Rules

1. All coaches and gymnasts must have British Gymnastics membership (for new gymnasts, this must be in place by their third session).
2. Regular attendance is required.
3. Gymnasts must be punctual.
4. Parents must drop-off and collect gymnasts and stay with them until a coach calls them for their session or in line with drop off instructions you have been given. To ensure the children’s safety they must not be dropped off in the carpark to make their own way over to the building.
5. The membership secretary/Coach should be informed if a child is to miss more than 3 consecutives gym sessions.
6. Acceptable clothing must be worn during all gym sessions, no hoodies are allowed, and no socks are to be worn unless accompanied by gym shoes. Coaches must wear clothing deemed suitable by the club’s head coach.
7. All personal equipment should be kept out of the working area of the gym.
8. No jewellery is to be worn during sessions or left around the edge of the gym. No responsibility will be accepted by the coaches, for any personal belongings.
9. All hair below shoulder length must be tied back. Nails must be short so as not to catch/bend back.
10. No gymnast should use any of the apparatus without the permission or presence of a coach.
11. At the end of each session for safety reasons children must not continue to use the equipment when their gym session has ended.
12. Gymnasts must not leave the gym without the permission of a coach and should not wander into any other part of the building.
13. No money is to be handed to coaches. Please hand money to one of the committee members or the Club Manager.
14. Coaches should not be approached or distracted whilst coaching. If you need to speak to a coach do so before the start of the session or at the end.
15. Children should not practise gymnastics in the atrium as this area is not set up for gymnastics and it is not supervised by any coaches.

## Codes of Conduct

### The Club

The Cotswold Gymnastics Club CASC Limited and British Gymnastics strive to ensure that children, young people and vulnerable adults are protected and kept safe from harm whilst participating in gymnastics activities.

We are fully committed to safeguarding and promoting the well being of all our members. The club believes it is important that members, coaches, administrators and parents associated with the club 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 share any concerns or complaints that they may have about any aspect of the club with the Club Welfare Officer.

We endeavour to promote the highest standards of care for participants and will:

* Provide and implement procedures to safeguard the well being of all participants and protect them from abuse.
* Respect and promote the rights, wishes and feelings of all participants.

The club have a registered Welfare Officer who may be contacted regarding any concerns individuals may have regarding any aspect of safeguarding or welfare within the club.

The Club’s Welfare Officer is:

Charlotte Cunningham

Telephone: 07716 350018 (Charlotte)

Email: welfare@cotswoldgymnastics.co.uk

### Parents/Guardians

1. Encourage your child to learn the rules and participate with them.
2. Discourage challenging/arguing with officials.
3. Publicly accept the official's judgements.
4. Help your child to recognise good performance, not just results.
5. Set a good example by recognising good sportsmanship and applauding the good performances of all.
6. Never force your child to take part in sport.
7. Always ensure your child is dressed appropriately for the activity and has plenty to drink.
8. Endeavour to establish good communications with the club, coaches and officials for the benefit of all.
9. Share any concerns or complaints about any aspect of the club through the approved channels.
10. Use correct and proper language at all times.
11. Never punish or belittle a child for poor performance or making mistakes.
12. Always ensure your child arrives on time for their session.
13. Always register your child's attendance.
14. Always collect your child promptly at the end of a session.
15. Support your child’s involvement and help them to enjoy their sport.
16. Respect club premises and other parties present.

### Participants

As a member of Cotswold Gymnastics Club CASC Limited, you are expected to abide by the following club rules:

1. All members must participate, adhering to the club rules above and respect coaches, judges and their decisions.
2. All members must respect opponents and fellow club members.
3. Members must wear suitable attire for training and events as agreed with the coach. Keep all long hair tied back.
4. Remove all body jewellery.
5. Members must pay any fees for training or events promptly.
6. Members should treat all equipment with respect.
7. Members must inform the head coach of any injuries or illness then may have before the warm-up begins.
8. Members should not eat or chew gum during a session.
9. Members must not use bad language.
10. Members should remain in the atrium at the end of a session until collected by their parent or guardian.
11. Respect club premises and other parties present.
12. Members must not smoke, consume alcohol or take illegal drugs of any kind whilst training or representing the club.

### Coaches and Coaching Volunteers

From the moment a child arrives in their session or event, or when they are handed over by their parents to travel to an event, the staff or volunteers have a duty of care and, while carrying out a supervisory role, should act in loco parentis. The responsibility remains until the child is handed back to the parent.

Where possible, ensure that if mixed teams are taken away on trips, at least one male and one female member of staff/club representative accompany the gymnasts.

1. Treat all participants equally with respect and dignity.
2. Always place the safety and welfare of the participants as the highest priority, report any incidents, referrals or disclosures immediately following appropriate guidelines.
3. Behave in an exemplary manner and be a role model for excellent behaviour.
4. Keep up to date with knowledge and technical skills.
5. Do not exceed the level of competence and qualifications.
6. Respect the needs and wishes of the participants and do not exert them against their will.
7. Never consume alcohol immediately before or during training or events.
8. Promote the positive aspects of sport (e.g. fair play)
9. Obtain prior agreement from the parent/guardian of gymnasts before transporting them anywhere.
10. Have obtained all required regulatory permission such as a Disclosure and Barring Service (DBS) to carry this role.

### Club Officials and Operational Volunteers

These conducts are for the Club Officials and Operational Volunteers who help the day to day running of the club. These include the club Directors/Committee, shop volunteers and setup staff, as these roles don’t coach the Club members they don’t have a duty of care or be able to carry out any supervisory role. You are expected to abide by the following club rules:

1. Adhering to the club rules above and respecting coaches and their decisions related to the duty of care for the participants.
2. Treat all participants equally with respect and dignity.
3. Always place the safety and welfare of the participants as the highest priority, report any incidents, referrals or disclosures immediately following appropriate guidelines.
4. Behave in an exemplary manner and be a role model for excellent behaviour. Should not use bad language and represent the club in the best possible way.
5. Promote the positive aspects of sport (e.g. fair play)
6. Obtain prior agreement from the parent/guardian of gymnasts before transporting them anywhere.
7. Obtain prior agreement from Coaches and/or Club Management for entering training and changing areas.

### Discipline Policy

The Club are committed to ensuring any unacceptable behaviour experienced is dealt with fairly and promptly. Disruptive or threatening behaviour of any kind, including bullying is unacceptable and will not be tolerated.

The discipline policy extends to any incidents where gym rules or any of the clubs codes of conducts are not adhered to.

The club will operate the following three strikes policy:

1. Any member, parent, club official or volunteer failing to meet behaviour standards will receive a verbal warning and may be asked to sit out in class. Parents will be informed where applicable.
2. If the behaviour continues a written warning will be issued.
3. If the written warning has no effect the individual will be suspended or expelled from the club at the discretion of the committee.