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| <b>Policy name</b>       | <b>Policy on codes of conduct for the following groups:</b><br>i. Coaches, Officials, and volunteers.<br>ii. Parents / Guardians<br>iii. Participants<br>iv. Freestyle members |
| <b>Purpose of policy</b> | <b>To describe the codes of conduct in place at WGC and to communicate the same to the respective groups.</b>  |
| <b>Date of adoption</b>  | <b>1<sup>st</sup> January 2018</b>   |

### *For Club Coaches, Officials and Volunteers*

The essence of good ethical conduct and practice is summarised below.

All Club Coaches, Officials and Volunteers must:

- Consider the well-being and safety of participants before the development of performance.
- Develop an appropriate working relationship with performers based on mutual trust and respect.
- Hold the appropriate, valid qualifications and insurance cover.
- Make sure all activities are appropriate to the age, ability, and experience of those taking part and ensure all participants are suitably prepared physically and mentally when learning new skills.
- Display consistently high standards of behaviour and appearance, dressing suitably and not using inappropriate language at any time whilst involved with club activities.
- Never consume alcohol immediately before or during training or events.
- Obtain prior agreement from the parent/guardian of performers before transporting them anywhere (training/competitions).
- Never have performers stay overnight at your home.
- Never exert undue influence over performers to obtain personal benefit or reward.
- Always report any incidents, referrals, or disclosures immediately, following the appropriate guidelines set out in the British Gymnastics Safeguarding and Protecting Children Policy.
- Never condone rule violations or use of prohibited substances.
- Make sure that confidential information is not divulged unless with the express approval of the individual concerned.

- Promote the positive aspects of the sport (e.g., fair play).
- Encourage performers to value their performances and not just results.
- Follow all guidelines laid down by BG and Woking Gymnastics Club.

### *For Parents/Guardians*

- Encourage your child to learn the rules and participate within them.
- Discourage challenging / arguing with officials.
- Publicly accept officials' judgements.
- Help your child to recognise good performance, not just results.
- Set a good example by recognising good sportsmanship and applauding the good performances of all.
- Never force your child to take part in sport.
- Always ensure your child is dressed appropriately for the activity and has plenty to drink.
- Keep the club informed if your child is ill or unable to attend sessions.
- Endeavour to establish good communications with the club, coaches, and officials for the benefit of all.
- Share any concerns or complaints about any aspect of the club through the approved channels.
- Always use correct and proper language.
- Never punish or belittle a child for poor performance or making mistakes.
- Always collect your child promptly at the end of a session.
- Support your child's involvement and help them to enjoy their sport.

## *For Participants*

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 Officers.

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

- All members must participate within the rules and respect coaches, judges, and their decisions.
- All members must respect opponents and fellow club members.
- Members should keep to agreed timings for training and competitions or inform their coach, if they are going to be late.
- Members must wear suitable attire for training and events as agreed with the coach. Keep all long hair tied back. Remove all body jewellery.
- Members must pay any fees for training or events promptly.
- Members must not smoke, consume alcohol, or take drugs of any kind whilst representing the club at competitions or other events.
- Members should treat all equipment with respect.
- Members must inform their coach of any injuries or illness they may have before the warm-up begins.
- Members should not eat or chew gum during a session.
- Members must not use bad language.
- Members should remain with coaches at the end of a session until collected by their parent or guardian.

## *Additional Rules for Freestyle Members*

As per our terms and conditions, Woking Gymnastics Club has the right to exclude anyone not adhering to our policies. These rules are in addition to all club policies and are specifically for our freestyle members.

- You may not enter the gym until instructed to do so by one of our freestyle coaches.
- At the beginning of a session, a coach may restrict the use of certain equipment for safety reasons, any rules set of this nature must be followed.
- All gymnasts must take part in all warmup or activities set by the coaches. If you are late for a session, please see a coach first so you can be signed in on the register.
- You must not attempt any somersaults for the first time without speaking to a coach first.
- Do not try to perform any moves beyond your skill level.
- Do not try moves in the gym that you have not been taught or instructed to undertake by a coach.
- You must not alter or adjust equipment- please ask a coach if require assistance with equipment.
- Only one person on the trampoline at any time.
- Socks must be worn at all times whilst on the trampoline. No shoes are to be brought into the gym.
- No food or drink is to be brought into the gym and must be left in the changing rooms.
- No jewellery or piercings are to be worn whilst in the gym and all long hair must be tied back.
- Suitable clothing must be worn at all times, such as shorts, leggings, tracksuit bottoms, t-shirt, or jumper.
- No mobile phones, cameras or similar equipment are permitted within the gym. If you wish to photograph or video something, prior permission must be sought from the lead coach of the class. All valuables brought into Woking Gymnastics Club are done so at the owner's risk.
- Inappropriate language is not permitted, and participants may be asked to leave if heard doing so.
- Any friends or family wishing to wait, and watch must wait in the reception area and are not permitted into the gym.
- At the end of the session, participants will be asked to stop and help pack away any equipment, this must be done so immediately.