



CODE OF CONDUCT For Club Coaches, Officials and Volunteers

The essence of good ethical conduct and practice is summarised below. All Club Coaches, Officials and Volunteers must:-

Coaching Practices:

1. Consider the well-being and safety of participants before the development of performance.
2. Hold the appropriate, valid qualifications and insurance cover.
3. Never trial skills beyond your coaching grade without authorisation and supervision of a suitably qualified coach who will accept responsibility.
4. 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.
5. Always report any incidents, referrals or disclosures immediately, following the appropriate guidelines set out in the BG Child Protection procedures.
6. Remain on task and focused upon gymnastics activity from the start to the end of the coaching session.
7. Mobiles phones should not be used during coaching and should remain out of sight (unless used for timing).
8. Drinks and food remain away from any equipment.
9. **Follow all policies and procedures laid down by BG and Bracknell Gymnastic Club.**

Morality & Ethical Standards:

10. Never exert undue influence over performers to obtain personal benefit/interests or reward.
11. Make sure that confidential information is not divulged unless with the express approval of the individual concerned.
12. Promote the positive aspects of the sport (e.g. fair play).
13. Encourage performers to value their performances and not just results.
14. Develop an appropriate working relationship with performers based on mutual trust and respect.
15. Display consistently high standards of behaviour and appearance, dressing suitably and not using inappropriate language at any time whilst involved with club activities.
16. Never consume alcohol immediately before or during training or events.

17. Obtain prior agreement from the parent/guardian of performers before transporting them anywhere (training/competitions).
18. Never have performers stay overnight at your home.
19. Never hold one to one coaching sessions with out the presence of another responsible adult who can act as reliable witnesses to good practice i.e. respective parent or another coach.
20. Coaches, official volunteers and officers must not converse or leave messages for children under 18 online or via text message. Even when this is acceptable (i.e. within families & 18 years +), caution is advised.
21. Coaches must not add club children under 18, their parents or allow them access to their profile on social networking sites. Where friendships pre-existed the BGC professional relationship it must be declared to the Club Welfare Officer for consideration.
22. Never probe gymnasts for information about their private and personal lives.
23. Coaches, officials and volunteers should maintain professional boundaries and avoid looking to under 18 gymnasts for friendships.
24. Never condone rule violations or use of prohibited substances.
25. Endeavour to establish good communications with the Board of Directors, Managers, officers, coaches, parents and gymnasts for the benefit of all.
26. Where a full time employee of the club is over 16 years of age but under 18 they may meet work colleagues socially in public places provided they are in a group (at least 2 adults). The club welfare officer team must also be informed before hand on each occasion (preferably via email to one welfare officer and copying the others in). This clause does not allow coaches to arrange to meet gymnasts / under 18 year old coaches outside of work/sanctioned club events* if they are not full time employees. All coaches should remain mindful of their position of trust and as role models when being around under 18s. Please note that the position of trust applies whether coaches directly coach/line manage an under 18 year old or not. Where there is a position of trust the 'trusted' (coach) is assumed to have sufficient influence over the 'younger' (gymnast/under 18 coach) to create an imbalance of power in any form of relationship (e.g. Grooming).
* sanctioned club events are those arranged with the permission of the Club Manager eg. Club Christmas party. In such cases specific arrangements are made to ensure coaches and gymnasts are safeguarded.

Attire

27. Coaches should clearly be identifiable by their attire as working in an official capacity in a position of responsibility.
28. **BLC uniform must be worn for all classes at BLC** i.e. their current coaching staff t-shirt.
29. Outdoor shoes must not be worn anywhere gymnasts will be or are currently training, due to risk of direct or indirect injury (i.e. carrying dirt, glass fragments, germs into gymnastics area).
30. Coaches may work in gym shoes, clean socks or bare feet. Socks are acceptable when coaching if coach has BG insurance, but not for any trampette, tumbling, vault or beam demonstrations. All gymnastics activity (demonstration

or participation) requires gymnastics shoes or bare feet (with the exception team gym floor routines where spins are required and other floor elements of low risk).

31. All jewellery should be removed, or covered if necessary e.g. watches for time keeping. Rubber and fabric wrist bands should also be removed. Tunnels should be removed and the hole covered.
32. Coaches should make every effort to set a positive example in terms of adherence to personal safety, appropriate attire and personal hygiene.
33. Coaches should ensure that gymnast remove or cover all jewellery. Long hair must be tied back. Clothing should be suitable for gymnastics activity. Rubber and fabric wrist bands should also be removed. Tunnels should be removed and the hole covered.
34. **For events and competitions, Coaches should wear black BGC tops, black bottoms (preferably track suit bottoms); gym shoes / black socks or bare feet.** Trainers should not be worn when standing in to catch on landing areas due to the risk of injuring unshod participants. Absolutely no jewellery of any kind. The whole coaching team should dress the same to portray uniformity and high standards of professionalism.

Failure to adhere to this code of conduct could lead to disciplinary action and / or termination of club membership.