



Coaches Code of Conduct

The Coaches Code of Conduct is designed to support the Club's child protection policies. It works in conjunction with the Club procedures and British Gymnastics coaching guidelines. It exists to promote a safe and enjoyable gymnastics experience for the members of **North Devon Display Gymnastic Club**.

Protecting the Rights of the Gymnast

Coaches must respect and champion the rights of every individual to participate in gymnastics. This includes:

- Providing an environment in which children are free from fear or harassment
- Recognising the rights of performers to be treated as individuals
- Encouraging performers to confer with other coaches if the need arises, and encouraging them to move on as their ability increases, even if this means moving to a new coach
- Promoting the concept of a well-balanced lifestyle for performers both within and outside of gymnastics

The Relationship with the Gymnast

Coaches must develop a relationship with the gymnasts in their care based on openness, honesty, mutual trust, and respect. This includes:

- Always being publicly open when working with gymnasts. Situations where a coach is working alone and unobserved with an individual should be avoided
- Taking care when providing manual support, only BG advised techniques for spotting and handling should be used
- If a group of gymnasts need to be supervised in the changing rooms coaches should supervise in pairs
- Coaches should never take a gymnast home with them, or to any other secluded place. Similarly, coaches should avoid transporting gymnasts, or where the need arises explicit permission from the parent/guardian should be sought and the coach should try to take more than one child and where possible another adult
- Avoiding personal contact with the gymnast outside the gym environment/facility/event, via mobile phone or any electronic media. Contact should always be through the parent/guardian. There should be no storage of a gymnast's contact details by individual Coaches.
- Never engaging in rough or sexually provocative games
- Never making suggestive remarks to a member – even in fun
- Never do things of a personal nature for a child that they can do for themselves, this includes assisting them in changing rooms or toilets unless an urgent or unavoidable circumstance arises; then this should be reported to the parent and recorded in the incident book.
- Never sharing a bedroom with an individual gymnast on overnight excursions – in this instance coaches should supervise in pairs, where possible supervising *groups* of children
- The coach should at all times be concerned for the safety, well-being, protection and future of the gymnast

Responsibilities – Personal Standards

Coaches must demonstrate proper personal behaviour and conduct at all times. This includes:

- Whilst representing the club coaches should wear club uniform and be of a clean and tidy appearance
- Coaches should maintain good time keeping
- Coaches should give at least one week's notice if they are unable to attend a session due to other commitments. In this instance it is the coach's responsibility to help find a replacement coach for the session and report to the Head Coach.
- Coaches should call the club manager or head/lead coach by 10am on the day of the class if they are unable to attend a session due to illness
- Coaches should attend full training sessions including warm-up periods

Responsibilities – Professional Standards

To maximise benefits and minimise the risks to athletes, coaches must attain a high level of competence through qualifications and a commitment to ongoing training that ensures safe and correct practice. This includes:

- Coaches must not mis-represent their qualifications, affiliations or professional competence to the club, club members, or any form of the media
- Coaches have a professional obligation to the gymnasts to treat all allegations or suspicions of abuse seriously and with the utmost discretion. The first point of contact for any matters relating to this is the club welfare officer, alternatively coaches should raise their concerns with their mentor or head/lead coach
- Coaches should not publicly criticise fellow coaches or other clubs in any branch of the media or to club members or parents
- Any conflict between coaches should take place in private, not in front of members. Any disagreements that cannot be satisfactorily resolved through discussion and compromise should be reported to the head coach at the first available opportunity
- All matters concerning the business of the gym club should be kept confidential at all times
- Coaches must not divulge any confidential information relating to a gymnast, member, or fellow coach to any third party without the explicit permission of that person or their parent/guardian
- Coaches have an obligation to declare to the gymnastic club any other current coaching commitments. Coaches who become aware of any conflict between their obligation to the club must bring the situation to the attention of the club manager/head coach immediately
- All coaches have a professional duty of care that includes a responsibility to ensure all equipment is safe to use, suitable for the purpose of the exercise and appropriate for the ability level of the gymnasts participating,
- The duty of care extends to include an obligation to record any health and safety issues in the health and safety book, and bring them to the attention of the health and safety officer immediately
- Coaches must discourage unsafe and inappropriate behaviour at all times and are obliged to follow guidelines in the disciplinary policy when dealing with any incidents
- If a coach enlists the help of an unqualified person during their session the coach has full responsibility for that person's actions during the session
- For the comfort of all coaches using the gym, equipment should be stored safely and in the appropriate places after every session

Drugs, Alcohol & Criminal Convictions

- The use or possession of drugs or alcohol, or being under the influence of drugs or alcohol while on the premises, is strictly prohibited. Any person breaking this rule will be dismissed
- All coaches are required to complete a DBS disclosure form and present to the club manager a valid DBS certificate. If during the course of their employment any coach is convicted of a criminal offence they are obliged to report this to the club's managers/head coach immediately