



CODE OF PRACTICE FOR THE MEMBER



- Should never leave the building unless accompanied by a responsible adult.
- Should always inform the coach of any medical condition or medication which might affect performance.
- Should always inform the coach of any accident in the last six months which resulted in unconsciousness from a blow to the head.
- Should never attempt to fold/unfold the equipment.
- Should never swing under the trampoline or end decks.
- Should never sit or stand on the side of the trampoline or on the end decks.
- Should always wear non slip footwear.
- Should never use the equipment unless a coach is present.
- Should never attempt difficult skills without progressive training and the specific permission of the coach.
- Should always spot for others and always pay full attention and be ready to help.
- Should never sit on the floor around the trampoline area.
- No wearing of **ANY** jewellery, including **ALL** pierced jewellery.
- No eating or drinking in the immediate vicinity of the trampoline.
- Long hair must be tied back.
- Correct sports clothing must be worn.
- No glass or breakable containers should be taken into the trampoline area.
- Everyone should make themselves familiar with the emergency exits at the hall.
- Put all litter in the bins provided.
- Abusive language or behaviour will not be tolerated, and will lead to disciplinary action being taken.
- Anyone caught bullying or abusing other members will be reprimanded and may be expelled.
- Anyone bringing the name of the Northamptonshire Trampoline Gymnastics Academy into disrepute will be reprimanded and may be expelled.
- Always approach training with the correct attitude.
- Always concentrate on what you have been asked to do and are attempting to do.
- Always aim to improve all aspects of your trampoline training and your conditioning/flexibility.
- **Mobile phones & mobile phones equipped with a camera** MUST not be used during a session



CODE OF CONDUCT FOR PARENTS OF MEMBERS



- Children are involved in sport for their own enjoyment and achievement **NOT YOURS**. Be happy for the goals that they set and achieve themselves.
- Be realistic about your child's ability. Do not expect too much. Much harm can be done when children keep falling short of their parent's expectations.
- Teach your child that honest endeavour is as important as victory - a PB (Personal Best) can be as big an achievement as a gold medal.
- Children, rarely if ever - do not try. Never accuse your child of not trying, or shout or ridicule them for losing.
- Always find a positive aspect of their trampolining - even if they do not achieve what you know they can, be supportive and hide any disappointment you may feel.
- Children learn by good example. Always applaud good performances from other competitors.
- Do not publicly question official's judgment and never their honesty. Encourage your child to show the same courtesy.
- Do not attempt to coach your own child, especially if you have no qualifications – a little knowledge is a dangerous thing. If you feel there is a problem with your child's development please have a quiet word his/her coach or the Performance Director who will do their utmost to help.
- Do not converse with your child or any other participant whilst they are in the training mode. Doing so causes loss of concentration and could lead to possible injury. Relay any urgent messages through the squad coach or better still wait until the end of the session.
- Inform the Club Secretary and/or the Performance Director of any medical problems or medication your child may be taking. This is of vital importance and will be treated with strictest confidence.
- Always recognise the value and importance of the coach. NEVER undermine them. They give a lot of their time and resources to help your child.

IMPORTANT NOTE - If a coach is ever undermined by a parent then almost always the child/coach relationship and trust built up over a period of time will be immediately broken. An unfortunate and rarely reversible result of this negative behaviour will be that the child will not continue to safely develop with their coach and therefore within the Academy Structure. Parental support is vital and we cannot, under any circumstances work with any child without it. If this problem does arise we will be more than happy to discuss alternative arrangements/clubs with you.



GOOD PRACTICE FOR CLUBS



- Adoption of the British Gymnastics' Child & Vulnerable Adults protection policy and procedures.
- Promotion of the policy to all club members and parents to show the club's commitment to a safe environment.
- Promotion of an environment where all legitimate concerns can be raised without fear of victimisation or reprisal.
- Establishing procedures through which complaints or concerns can be voiced and dealt with confidentially, complying with BG reporting guidelines.
- Requesting written consent for participation, contact details, photography consent, medical information and an agreement to act in loco parentis in an emergency.
- Keeping written records of any poor practice or child protection related incident and accidents, and any action taken.
- Provision of regular training for coaches, assistants and officials.
- Provision of an open-door environment.
- Ensuring that every effort is made to prevent situations where an adult is alone with a child or group of young people.
- Ensuring that there are at least two responsible adults present at training sessions.
- Ensuring that there are good practice guidelines in place for any trips or events away from the regular training venue. (*Refer to BG Club Management module for further guidance*)
- Keeping parents and gymnasts fully informed about child protection procedures.
- Designating a person to deal with child protection and welfare issues and ensuring this person undergoes a criminal records disclosure and receives appropriate training.
- Ensuring that equal opportunities and equity policies are adhered to and that discrimination is prohibited.
- Careful screening of all coaches, helpers, or officials according to the guidelines.
- Adopting British Gymnastics' guidelines to control the use of photographic and filming equipment, and monitor the use of photographic materials involving children.
- Publicising an anti-bullying policy.
- Providing regular monitoring and appraisal opportunities to receive feedback regarding staff training needs and issues such as poor coaching practice.
- Encouraging coaches to observe exponents of good coaching practice.
- Offering support to those who report concerns regarding suspicious or poor practice.



GOOD PRACTICE FOR COACHES AND OFFICIALS



- Always be publicly open when working with children. Avoid situations where a coach and an individual child or vulnerable adult cannot be observed.
- Always ensure that there is at least one other responsible adult present during training sessions.
- Care should be taken when providing manual support (spotting). Recognised/advised techniques for spotting should be used. Avoid inappropriate contact.
- Where possible, parents should be responsible for young children in the changing rooms or toilets. If a group of children must be supervised in the changing rooms try to ensure that adults work in pairs to supervise the children.
- Ensure that if mixed teams are taken away on trips, at least one male and one female member of staff accompany the gymnasts.
- Treat all participants equally with respect and dignity.
- Always place the safety and welfare of the participants as the highest priority.
- Behave in an exemplary manner and provide a role model for excellent behaviour.
- Keep up to date with your knowledge and technical skills.
- Do not exceed the level of your competence and qualifications.
- Respect the needs and wishes of the participants and do not exert them against their will.
- Recognise the stage of psychological and physical development of the individual and avoid excessive training or competition.
- Motivate the participants through positive feedback and constructive criticism.
- Create a safe and enjoyable situation.
- Obtain written consent from parents to act in loco parentis and, if the need arises, to administer emergency first aid, and/or other medical treatment.
- Request written consent from parents when children and young people are required to be transported by coaches or officials.
- Do not take a child alone on a car journey except in unforeseen circumstances. Where these situations are unavoidable, they should only occur with the full knowledge and consent of the senior coach/official in the club and/or the child's parents. If transporting children, obtain prior consent from parents. Organise central pick-up and drop-off points to ensure the driver is not alone with a child and make sure the route and breaks (if necessary) are well planned.
- Maintain a written report of any incident or injury together with any subsequent treatment or action.
- Ensure all members of British Gymnastics adhere to the codes of ethics and code of conduct and anti-doping policy.



GOOD PRACTICE FOR COACHES AND OFFICIALS



Practice never to be condoned:

- Take children to your home or other secluded place where they will be alone with you.
- Engage in rough, physical or sexually provocative games.
- Share a room with a child.
- Allow or engage in any form of inappropriate touching.
- Make sexually suggestive remarks to a child or vulnerable adult - even in fun.
- Reduce a child to tears as a form of control.
- Allow children to use inappropriate language unchallenged.
- Allow allegations made by a child to go unchallenged, unrecorded or not acted upon.
- Do things of a personal nature for a child that they can do for themselves, unless you have been requested to do so by the parents, or do so with the utmost discretion.
- Depart from the premises until you have supervised the safe dispersal of the children.
- Abuse your privileged position of power or trust with children or adults.
- Resort to bullying tactics, or verbal abuse.
- Cause a participant to lose self esteem by embarrassing, humiliating or undermining the individual.
- Spend excessive amounts of time alone with children away from others.



PHYSICAL CONTACT, SPOTTING & MANUAL SPOTTING



Many sports require a degree of physical contact between sports staff and children or young people. Coaches and staff may need to use it to instruct, encourage, protect or comfort.

Physical contact during sport should always be intended to meet the child's needs, NOT the adult's. The adult should only use physical contact if their aim is to:

- Develop sports skills or techniques;
- To treat an injury;
- To prevent an injury;
- To meet requirements of the sport.

Supporting and shaping the gymnast is an essential part of coaching gymnastics in that it helps the gymnast to understand shapes, movement patterns and complex skills, but also reduces the risk of injury due to a fall or error in performance. Guidance on appropriate/recognized supporting techniques is given on British Gymnastics coaching awards but the coach must ensure that support is only used when necessary and "overhandling" is avoided. However the coach should always be alert to the possibility of performance errors or anxiety, which may increase the risk of injury. Supporting techniques must not inhibit performance, and any physical contact should not be invasive of sensitive areas of the body. Infrequent non-intentional physical contact can arise out of error on the performer or coach's part. Such situations should not be ignored and should be acknowledged through an apology to the gymnast and reported to the Club Welfare Officer or head coach and parents.

The Coaches Charter

1. Coaches must respect the rights, dignity and worth of every person and treat everyone equally within the context of their sport.
2. Coaches must place the well being and safety of the performer above the development of performance. They should follow all guidelines laid down by their sports Governing Body and hold appropriate insurance cover.
3. Coaches must develop an appropriate working relationship with performers, especially children, based on mutual trust and respect. Coaches must not exert undue influence to obtain personal benefit or reward.
4. Coaches must encourage and guide performers to accept responsibility for their own behaviour.
5. Coaches should hold up-to-date nationally recognised governing body coaching qualifications.
6. Coaches must ensure the activities they direct or advocate are appropriate for the age, maturity, experience and ability of the individual.
7. Coaches should at the outset clarify with performers, and where appropriate their parents, exactly what is expected of them and what performers are entitled to expect from their coach.
8. Coaches should co-operate fully with other specialists (e.g. other coaches, officials, sport scientists, doctors, physiotherapists) in the best interest of the performer.
9. Coaches should always promote the positive aspects of their sport (e.g. fair play) and never condone rule violations or the use of prohibited substances.
10. Coaches must consistently display high standards of behaviour and appearance.