

CODE OF CONDUCT FOR WORKFORCE, INCLUDING ALL COACHES/HELPERS, VOLUNTEERS AND JUDGES

At Team Bath Rhythmic Gymnastics we believe that all gymnasts have the right to be treated as a child, and to receive high quality coaching and advice regarding gymnastics. It is therefore imperative that all coaches, helpers, volunteers and judges follow this code of conduct.

As a member of our club, you have the right to:

- Enjoy the time you spend with us and be supported in your role.
- Know who the Welfare Officer is and how to contact them.
- Be aware of the club policies and procedures.
- Be informed of the internal club complaints procedure and who to contact at the club for advice and complaints.
- Be respected and treated fairly by the club and feel welcomed, valued and listened to.

As a member of our club, we expect you to:

Essentials

- Make sure you keep up to date with your British Gymnastics membership, coaching credentials, DBS check and additional qualifications (e.g. First Aid, Safeguarding & Child Protection). If additional training is required, please advise the club committee via the Club Manager in writing.
- Plan sessions in advance of the year/term for the groups you coach if you are lead for that group. It is the lead coach's responsibility to pass this information to other coaches/volunteers.
- Advise the lead coach of any activities you feel you cannot carry out, for whatever reason. You should notify the lead coach of any developmental training needs you would like to participate in
- Wear club kit at all sessions.
- Arrive before the session start time so that you can welcome gymnasts as they arrive and we can maintain the correct staff ratios in the gym.
- Listen to gymnasts and take account of their views when making decisions that involve them.
- Lead by example by promoting positive behaviour, good sportsmanship and encourage children to behave in a positive manner.
- Respect your position of trust and maintain appropriate boundaries and relationships with children.

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Essentials (cont)

- Do not communicate directly with gymnasts under the age of 18 by text/email/WhatsApp or social media. Communication should be through their parent/carer.
- Show respect to all gymnasts, coaches, and officials at the club both in person and online. We want our club to be friendly and welcoming, and we can encourage this by treating each other with kindness and respect.
- Respect and celebrate differences within our club and do not discriminate against anyone based on their gender, race, sexual orientation, faith, culture or ability.
- Always put the wellbeing, health and safety of the child before all other considerations including the development of performance.
- Refer all safeguarding concerns to the Welfare Officer.
- Develop positive relationships with parents/carers and where possible keep them up to date with their child's development in gymnastics.
- Listen to any concerns that the parents/carer may have and seek advice, where appropriate, to resolve any issues.
- Treat all personal information or concerns as confidential unless information sharing with others is required from a safeguarding perspective.
- Ensure team/squad selection is clear and transparent and decisions are fair.
- Do not consume alcohol or substances which may impact your judgment, performance or behaviour before or whilst coaching, instructing or officiating, at club meetings, before driving on gymnastics business or while under the age of 18 during a gymnastics event or trip.
- You must comply with the policies and standards set by the club and by British Gymnastics and report any serious breaches of these.

Management of Sessions

- Comply with British Gymnastics rules for ratios of coaches to gymnasts. There must be 2 adults in the gym at all times and a Level 2 coach present in order to comply with British Gymnastics rules.
- Always take the register and note which gymnasts are present in their sessions/group. You must make gymnasts aware of fire evacuation procedures and keep the register with you if you are asked to evacuate the building.
- Arrive in time to prepare and set up, prior to the arrival of gymnasts. On the rare occasion where this is not possible the coach must try to get a message to either another coach of the session or a committee member.

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Management of Sessions (cont)

- Honour the commitment you made to training sessions/hours. Where this is not possible, due to illness for example, you must contact the Club Manager at least 2 hours before the start of the session, so alternative arrangements can be made. If the Club Manager cannot attend, then he/she must contact the Club Chair to make alternative arrangements for session.
- The lead coach has overall responsibility for ALL gymnasts (under 18's), from parental drop off, until they are collected by parents or carers. The coach must wait with the gymnast until they are collected, preferably in a public area.
- It may be that in some situations the lead coach will delegate this task to the second coach, or committee member, but only where this adult is known to the child (this is not applicable for recreational gymnasts).

At training sessions

- Refer to gymnasts by their names, or preferred names.
- Use suitable and appropriate language. This includes not swearing and being respectful in the way other gymnasts/coaches/clubs/officials are discussed.
- Behave in a suitable and appropriate that sets a good example to the other gymnasts. This includes being fully aware of where all gymnasts are at any given point.
- Wear club kit at all training sessions.
- Be aware of and follow British Gymnastics policies around hair, jewellery, and piercings.
- Do your very best to carry out tasks asked of you during the session. It is the coach's/helpers' responsibility to ask for clarification if necessary.
- Mobile phones should be switched off in the gym unless the phone is being used as the main club contact or for emergency purposes.

At Competitions

- Please remember that you, and the gymnasts accompanying you, are representing the club. As such all officials at events must always behave in a professional manner and wear the correct uniform (club kit for coaches and judging uniform for judges).
- Accept success and failure with dignity and respect.
- Treat all participants and anyone else attending the competition with dignity and respect.
- Never punish or belittle a gymnast for poor performance or making mistakes.
- Help your gymnasts to recognise good performance and effort, not just results.

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At Competitions (cont)

- Set examples of good sportsmanship and sporting ethos by applauding performances and by recognising good performances.
- Be mindful of when and how to give feedback and whether it is appropriate. If you are judging or coaching it may be more appropriate to engage in conversation with the lead coach after the event rather than give direct feedback to parents and gymnasts in the moment.
- Make sure you encourage gymnasts to drink and eat where appropriate and have adequate breaks.
- Listen to any concerns a gymnast may have during a competition and try your best to resolve these. If necessary, ask the club welfare officer or event welfare officer for support.
- Contact the gymnast's parent/carer if the concern warrants this.
- Accept all official judgements and refrain from arguing with or challenging officials, coaches, and other gymnasts publicly.
- Adhere to the official supervision ratios appropriate to each event. These are usually published in the event work-plan prior to the event.

We always want our gymnasts to have a positive experience at Team Bath Rhythmic Gymnastics. However, on occasion, coaches may have to deal with behaviour that does not follow our gymnasts' Code of Conduct. When this does happen, the club will always follow advice on safeguarding from its governing body, British Gymnastics. BG's policies are subject to annual review and as required by the relevant legislation, HM Government, NSPCC Child Protection in Sport Unit (CPSU), UK Sport and Home Country Sports Councils. Our club follows the NSPCC CPSU guidelines for Managing Challenging Behaviour

This code of conduct is a guideline to good practice, it is not exhaustive, above all we want the gymnasts to have FUN!

Welfare Team
September 2025