

PSG CLUB RULES

Revised April 2017

* PSG Club Rules / Codes of Conduct may be updated periodically, please ensure you check the website / notice board for updates



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- The Gymnastics Club shall be known as PORTSMOUTH SCHOOL OF GYMNASTICS (PSG)
 - PSG shall be affiliated to British Gymnastics (BG)
 - PSG shall be affiliated to South Region and Hampshire Gymnastics
 - All PSG members must be individually affiliated to BG. With the exception of AdultGym, FreeGym, SummerGym and birthday parties who will be covered by BG Block Insurance Registration Scheme (BRS)
 - The club will always provide appropriate BG qualified coaches, and first aider for each session. All PSG coaches will be DBS checked, and hold a Safeguarding and Protecting Children (SPC) qualification
 - All parents/guardians of members when signing the registration & participation form must make it clear that they agree or not to photo's being taken from time to time, whether directly or indirectly. These photographs may be used at the clubs discretion for promoting the club on various social media platforms
 - All training fees must be made in advance by the 7th of each month, with a 10% late payment fee coming into effect after this date. Standing orders are preferred
 - Once per year half fees can be taken for holidays or illness. Except during July and August
 - Fees are payable whether the gymnasts attend sessions or not. However, PSG will always try to offer replacement sessions due to holidays/illness, but cannot guarantee this option. All replacement sessions must be agreed with Bev Such
 - Any member whose fees or Annual Membership, are not paid on time, may have club membership suspended
 - Refunds will only be issued at the discretion of the club
 - The club reserves the right to refuse membership to any applicant
 - Applications to the club may be initially offered a trial period or a 'taster session' before being offered membership
 - The club will endeavor to operate a yellow and red card warning system for inappropriate behavior. Yellow Card - The gymnast / parent will receive a written warning, giving them the opportunity to change / improve attitude or behavior. If the inappropriate behavior then continues, the club reserves the right to suspend or dismiss the member
 - However, the club reserves the right to suspend or dismiss any member for inappropriate behavior, or any action that may bring the club into disrepute. This also applies to member's parents/guardians. This action may be taken without prior warning verbal or written, if the club deems it necessary
 - All gymnasts should arrive on time for the warm up
 - Gymnasts must have long hair securely tied back, and no jewelry must be worn during training at any time
 - The club will not be responsible for the loss or damage to any personal belongings

- No outdoor shoes allowed on any carpeted area in the gym
- No food and drink allowed on any carpeted area in the gym
- No climbing up onto any equipment before the start of a session / party
- No gymnasts are allowed on any apparatus unless supervised by a coach, or given specific instructions to do so by a coach
- Use of trampoline is only allowed when a coach is present
- Gymnasts must only work on the instructions given by the coach
- All gymnasts and parents/guardians should make themselves aware and adhere to the safety posters and policies on the notice board
- Gymnasts and parents/guardians must notify a coach of any injury or medication being taken before commencement of a session. All accidents must be reported to a coach, and details reported
- Gymnasts must always observe good working practices, and know their limitations
- All gymnasts and parents/guardians must be aware of other gymnasts at all times, and not distract them
- PSG operates an open door policy, but we do not encourage parents to stay on a regular basis. Parents that do wish to stay must use the "Pit Stop" coffee room or viewing gallery upstairs. Parents must avoid blocking walkways and stairs
- Gymnasts must notify their coach if they are leaving the training area. Gymnasts MUST NEVER LEAVE THE BUILDING WITH OR WITHOUT THEIR PARENT OR GUARDIAN NOT NOTIFYING THEIR COACH
- In matters of teaching gymnastics, the coach's word is final
- It is the coach's decision as to how they arrange their groups for the sake of safety, numbers and the smooth running of their sessions
- Selection to PSG squads will be made at the discretion of head coaches
- Should you wish your child to train at an alternative club (even if on a trial basis) you must notify PSG prior to doing so. Failure to do so may mean personal insurance becoming invalid
- Any person coming into contact with the club must adhere to the relevant code of conduct
- PSG adopts the BG Child Protection Policy, does not tolerate bullying or bad language, and operates as an equal opportunities club
- The club has a British Gymnastics qualified Welfare Officers (Lesley Brown 07886443151). Any problems or concerns regarding aspects of the club and its members will involve the Welfare Officer. See notice board for contact details
- All information pertaining to gymnasts is kept confidential and only shared when necessary with authorised organisations



CODE OF CONDUCT FOR COACHES, OFFICIALS AND VOLUNTEERS

• REGARDLESS OF RACE, SKIN COLOUR, RELIGION, ABILITY OR DISABILITY ALL GYMNASTS WILL BE TREATED FAIRLY AND EQUALLY

- Consider the well-being and safety of participants before the development or performance. Praise for good effort and performance and not just for results
- Develop an appropriate working relationship with gymnasts based on mutual trust and respect
- Hold appropriate BG qualification, insurance cover, DBS and SPC
- To be aware of and adhere to all PSG Policies and Club Rules
- 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 skills
- Display consistently high standards of behaviour and appearance, dressing suitably and using respectful and appropriate language at any time whilst involved with club's activities
- Arrive for sessions punctually allowing sufficient time to set up and prepare as necessary
- Ensure that they are not under the influence of alcohol or drugs whilst conducting the business of the club
- Never exert undue influence over gymnasts to obtain personal benefit or reward
- Always share and report any incidents, referrals or disclosures immediately, following the appropriate guidelines set out in the BG Child Protection policy
- Administer first aid or inform the designated first aider if any injury/accident occurs
- Always report and complete accident forms for any gymnast who has had to sit out of a session, due to an accident/injury. Inform parents and suggest further treatment if you deem it necessary
- Strive to be a suitable role model for the club's members
- Make sure that confidential information is not divulged unless with the express approval of the individual concerned (unless this is a Child Welfare issue)
- Promote the positive aspects of gymnasts (e.g. fair play, respect for others)
- Encourage gymnasts to value their performance and not just results
- Follow the club's guidelines and training rules laid down by PSG
- Mobile phones must not be used in the gym casually but only for emergencies
- PSG follows BG's Policy and Procedures of staff/volunteers
- PSG coaches should consider the following
 - Always coach standing
 - Coach enthusiastically
 - Use appropriate language
 - Avoid having favorites
 - Never cuddle or hug the gymnasts
 - Vary teaching methods
 - Leave the gym tidy
 - Speak to parents in a discrete manner
 - Always report accidents to parents however minor
 - Never be alone with a gymnast
 - Never coach above your qualified level or competence

CODE OF CONDUCT FOR PARENTS, GUARDIANS AND CARERS



- Encourage your child to remember to behave in an acceptable manner and point out the rules for participants
- Encourage your child to treat their gymnast peers and coaches with kindness and respect
- Help your child to recognise good performance, not just results
- Set a good example yourself by recognising good sportsmanship and applauding the good performances of all
- Never force your child to participate in gymnastics
- Always ensure your child is dressed appropriately for the activity of gymnastics and has plenty to drink. Ensure they are punctual and are dropped off and picked up from the gym
- 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. Complaints about any aspects of the club should be made through the approved channels. Any concerns regarding a child's welfare. PLEASE CONTACT MS Rochelle Oxley 07873105034
- Use correct, respectful and appropriate language at all times
- Support your child's involvement and help them to do this by always encouraging good behaviour in the gym and respect for their coaches and the coaches decisions
- To be aware of and adhere to all PSG Procedures, Policies and Club Rules. And ensure all children in your care are also informed, understand and adhere to these rules

CODE OF CONDUCT 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
- All members of PSG are expected to be aware of and adhere to all PSG Procedures, Policies and Club Rules
- All members must respect coaches and judges, and their decisions
- All members must respect opponents and fellow club members
- All members will be treated equally and no bullying within the club will be tolerated
- Members should keep to agreed timings for training and competitions or inform their coach, or if they are going to be late
- Squad members are expected to attend regularly, and inform their coach if they intend to miss a session
- Members must wear the clubs choice of attire for training and events as agreed with their coach, and appropriate for the weather conditions
- Members must not smoke, consume alcohol or take drugs of any kind whilst representing the club
- Members should treat all equipment with respect
- Members must inform a coach of any injury or illness they have before warm-up begins
- Members should not eat, drink or chew gum during a session
- Members are asked to treat others with kindness and respect and must not use bad language
- Members should remain in the gym with coaches at the end of the session until their parent/guardian has arrived to collect them from the gym