

# CODE OF CONDUCT

UPDATED JUNE 2026

**For any Bangor Gymnastics Club Coaches, Staff, Club Officials or Volunteers.**

## STATEMENT OF POLICY

This Code of Conduct is for Bangor Gymnastics Club Coaches, Staff, Club Officials or Volunteers.

## REASON FOR THIS POLICY

This policy ensures that Individual Coaches, Instructors and Officials conform to the standards of conduct, behaviour, fair and inclusive treatment, etiquette and good manners specified in this Code of Conduct and in all applicable British Gymnastics Regulations and policies.

## DEFINITIONS

## RELATED DOCUMENTS, FORMS AND TOOLS

## POLICY CONTENT

### Coaches, Instructors and Officials shall:

- Not Condone, or allow to go unchallenged, any breaches of this Code of Conduct.
- Report, any serious breaches of any of Bangor Gymnastics Club or British Gymnastics' policies or standards and not take or threaten any action to discourage or penalise any other Member from doing so.

### Personal Behaviour

- Display high personal standards, moderate and responsible behaviour and a favourable image that is always befitting to their role in the sport.
- Not behave or conduct themselves in any other manner which could bring the sport of gymnastics or Bangor Gymnastics into disrepute or damage the reputation of the club.
- Dress appropriately with safety considerations in mind and within the accepted traditions of the sport. Do not wear jewellery and tie long hair back.
- Never consume alcohol or illegal substances immediately before or during training or events.
- Not smoke whilst coaching, instructing, or officiating.
- Not make offensive or abusive remarks/jokes, derogatory comments, suggestive comments, or use unnecessary aggression or intimidation, malicious gossip or call people by offensive nicknames within the gymnastics environment.
- Not to abuse your position of trust and adhere to the Sexual Offences Act of 2003.
- Not bully, harass, or discriminate against an individual or group of people as a direct or indirect result of their gender reassignment, age, ethnic origin, religion/ belief, sexual orientation, disability pregnancy, marriage/ civil partnership.

- Not cause offence or intimidation through non-verbal conduct and refrain from gestures that could be offensive.
- Not display offensive or inappropriate pictures, objects, written material (including slogans on clothing), tattoos, graffiti, flags or badges and social media posts).
- The club strongly advises coaches not to be friend's on Social Media with parents unless the friendship was present before their child became a member of the club as it may be seen as a conflict of interest.
- Never use social networking sites to criticise or verbally abuse the club, its officers, officials, coaches, judges, and gymnasts in an inappropriate and unacceptable manner. (Please ensure that you read, sign and adhere to our Social Media Policy.)
- Always adhere to GDPR regulations and procedures.
- volunteer time to coach at the club.
- Ensure that you do not approach gymnasts or parents from another club with a view of convincing them to move to BGC.

### **Confidentiality**

- Make sure that confidential information is not divulged unless with the express approval of the individual concerned. Consent should always be sought from the subject/s of the information to share any information regarding BGC. However, it may be necessary for information to be shared with the Welfare Officer, Children's Social Care Services, the Police and/or BG without consent if there is reason to believe that seeking consent could place the child, adult, or others at increased risk of significant harm, or undermine the prevention, detection or prosecution of a serious crime.
- Confidentiality is an important aspect when discussing children's' needs and development. When and if an issue arises, the club will operate on a "need to know" basis. We expect all Club Coaches, Officials and Volunteers to also adhere to this.
- Information / issues discussed between members of the coaching team must be kept strictly confidential and must not be discussed with any parent (unless otherwise instructed by the Head Coach/Welfare Officer).
- If any coach/official or volunteer is approached by a journalist, the following guidance should be followed:
  - Take a note of the journalist's name and whom they represent, (i.e. Newspaper, TV Company etcetera), and any contact details.
  - Take a note of what the journalist is asking you and ask for any clarifications.
  - Establish whether the journalist has any deadlines and inform them that the matter will be referred to BG or the appropriate Home Country who will contact them with a response.

→ Inform the appropriate Welfare Officer or Director, who will refer the matter to BG or the appropriate Home Country Lead Officer. An appropriate response will be formulated in consultation with BG Press and Media Officer or appropriate Home Country Officer.

→ A copy of the response will be forwarded to the journalist, the club and appropriate region.

## **Safeguarding**

- Consider the well-being and safety of participants before the development of performance. The physical and psychological preparation of the participant is of prime importance to facilitate the safe learning of skills or movements. Appropriate strength, flexibility and body awareness together with psychological factors must be developed prior to teaching a skill.
- Ensure that any gymnastics activity, training (or coaching) takes place in a safe environment, and the equipment and facilities used are suitable, safe and well-maintained. 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.
- Respect the gymnasts' feelings and treat him/her with dignity and respect.
- Always allow gymnasts their rights to drink or go to the toilet on their demand during the session.
- To ensure (everyone who comes into contact with children) is able to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people by completing your SPC course and attend welfare training organised by the club.
- To promote positive practice and challenge poor practice.
- Never have performers stay overnight at your home.
- Not to upload any pictures or videos of gymnasts to any social networking account unless consent has been given by the parent/guardian and this has been shared with the Head Coach / Welfare Officer (Please see Social Media and Communication Policy).
- Must not be friends on your Social Networking Accounts with any gymnast under the age of 18yrs.
- Familiarise yourself and follow all guidelines laid down by British Gymnastics. The Health and Welfare policy can be accessed at [www.british-gymnastics.org](http://www.british-gymnastics.org)

## **Coaching**

- Carry out coaching duties with reasonable skill and care and in a reasonable, prudent and professional manner in accordance with the British Gymnastics Standards of Conduct and sports coach UK (scUK) codes of Ethics and Conduct.
- Always employ best coaching practices and be meticulous to the physical and mental preparation of the participant appropriate to the level of participation.
- Develop an appropriate working relationship with performers based on mutual trust and respect.
- Encourage performers to value their performances and not just results.

- Promote the positive aspects of the sport (e.g. fair play).
- Never exert undue influence over performers to obtain benefit or reward.
- Hold the appropriate, valid qualifications and insurance cover.
- Ensure DBS and SPC are valid.
- Ensure that skills are taught within your coaching qualification unless otherwise stated.
- Ensure at least 2 responsible people are in the gymnasium during training sessions.
- Not make a phone call or send a text in the gymnastics hall. Use meeting room/office during official breaks only unless it's essential to do so following the lead coach's consent.

#### **For Coaches and Volunteers coaching the Advanced Competitive Squad:**

- Regarding any stretching, coaches must adhere to these guidelines:
  - Use slow, progressive and prolonged stretching exercises, within the “discomfort zone”, rather than what might be excessive force.
  - Avoid exercises that place the coaches and gymnasts body in “close proximity”
  - Be sensitive to how the exercise might be perceived by others.
  - Use partner exercises with more experienced gymnasts where possible.
- Coaches must take the necessary precautions to reduce the possibility of “overuse injuries” by varying the programme, ensuring correct techniques are taught, adequate fitness is developed and suitable apparatus is used. The coach must take into consideration the age, stage of maturation and psychological and emotional state of the performer about the demands of the training programme.
- Coaches should be continually vigilant in observing the growth pattern of young participants and sensitive to signs of soreness or pain particularly in growth plate areas.

#### **Breaching the Code of Conduct**

If the club feels that a coach has displayed inappropriate behaviour, they will be reported to the Head Coach/Director/Welfare Officer. The Coach will be given the chance to discuss their behaviour with the Head Coach and other appropriate parties. In the first instance, the Head Coach will try to resolve any difficulties face to face with the Coach concerned and agree a plan of action. It is recommended that a neutral 3rd party is present at this meeting, and the outcomes of the discussions are written down. Depending on the seriousness of the inappropriate behaviour, escalation will follow stages 2 to 4 below.

### Stage 1 – Recorded Verbal Warning

If the club feel that you have breached this Code of Conduct, you will be given the chance to discuss this with the club and try to resolve any pending matters following the breach. You will be invited by the club to attend a meeting where this discussion will take place. The recorded verbal warning will be communicated to you during this meeting. You will receive a copy of the meeting minutes and the Code of Conduct following this meeting. A report will be sent to Welsh Gymnastics with copies of any relevant documentation.

### Stage 2 – Written Warning

If there is an additional breach to our Code of Conduct, or a more serious breach has been committed, you will receive a written warning. You will receive the written warning within 10 working days of the breach, which will include the nature and details of the breach (for example dates of occurrence, times, location of the breach etc). A report will be sent to Welsh Gymnastics with copies of any relevant documentation.

### Stage 3 – Final Written Warning

If there continues to be a breach to this Code of Conduct, the club will issue a final written warning. You will receive the final written warning within 10 working days of the breach, which will include the nature and details of the breach (for example dates of occurrence, times, location of the breach etc). The Directors will be informed immediately. A report will be sent to Welsh Gymnastics with copies of any relevant documentation.

### Stage 4 – Suspension or Expulsion

Suspension or expulsion from the club may result if the conduct is still unsatisfactory, if there are further breaches to the Code of Conduct or there is gross misconduct (such as aggressive or abusive behaviour, dishonesty, bringing the club into disrepute). The decision to suspend or expel from the club will be taken by a Disciplinary Committee, which will be made up of the Head Coach, minimum of 2 Directors and a Welfare Officer. Suspension or expulsion of a parent or guardian from being a member of the club does not mean that the gymnast is suspended or expelled (unless otherwise stated). A report will be sent to Welsh Gymnastics with copies of any relevant documentation.

### **Appeals**

Individuals can make a written appeal against any written warnings, suspension or expulsion within ten working days. The appeal should be in writing to the Club's Welfare Officer. If not already involved within the process already, Welsh Gymnastics will be notified for their input. The Appeals decision will be final, and it will be communicated in writing to the appealing individual within 5 working days of the decision.