



Bicester & District Gymnastics Club

BDGC 006 – Coach Code of Conduct

Document Owner: Chairman
Document Approver: Committee

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1. Introduction

At Bicester & District Gymnastics Club, it's very important for all gymnasts to feel safe, supported, confident, and inspired during classes. To achieve this, all coaches must adhere to the following:

- Always consider the safety of gymnasts. Check all equipment before use.
- Create a team atmosphere that encourages great sportsmanship.
- Provide high-quality coaching that engages, inspires, and excites all gymnasts.
- Be approachable and supportive to gymnasts, coaches, and other club members.
- Show respect and understanding to all members and communicate effectively with parents/guardians.
- Maintain professional relationships with gymnasts and parents/guardians.
- Use appropriate language and conduct at all times—no bad sportsmanship or slander.
- Hold the correct qualifications and insurance with IGA Gymnastics.
- Stay updated with the latest guidelines and adjust gymnasts' routines as needed.
- Wear the club uniform to training and competitions, demonstrating pride in appearance.
- Ensure activities match the gymnasts' age, ability, and experience, keeping them physically and mentally prepared.
- Report incidents, referrals, or disclosures immediately, following IGA child protection procedures.
- Ensure a first aider is present on-site and that all first aid incidents are recorded in the accident book by a qualified individual.
- Inform parents/guardians of any accidents occurring during class with full details.
- Maintain confidentiality of all personal and club-related information.
- Listen actively to concerns raised by gymnasts and take appropriate action, escalating to the Head Coach and Welfare Officer if needed.
- Follow all guidelines set by Bicester & District Gymnastics Club and IGA Gymnastics.

2. Professional Conduct

- Always prioritise the safety and well-being of gymnasts.
- Conduct all coaching sessions with professionalism, respect, and integrity.
- Maintain a positive and supportive atmosphere at all times.
- Be a role model and uphold the highest standards of behaviour and language.

3. Safeguarding & Welfare

- Follow the club's Welfare & Safeguarding Policy to protect all participants.
- Never engage in inappropriate communication with gymnasts (e.g., personal phone calls, texts, or social media).
- Report any safeguarding concerns immediately to the Welfare Officer (WO).
- Ensure that children under 11 years old have a parent/guardian on-site during training.

4. Coaching Standards

- Hold the appropriate qualifications and insurance as required by IGA Gymnastics.
- Ensure that all training activities are suitable for the gymnasts' age, ability, and experience.
- Stay updated with best coaching practices and relevant changes in gymnastics regulations.
- Supervise gymnasts responsibly and ensure adequate coach-to-gymnast ratios.

5. Health & Safety

- Conduct regular equipment checks to ensure gymnasts' safety.
- Ensure a first aider is present during all training sessions.
- Record and report any injuries or incidents in accordance with the club's Health & Safety Policy.
- Ensure gymnasts are physically and mentally prepared for training sessions.

6. Data Protection & Confidentiality

- Adhere to the Privacy Policy and maintain confidentiality of all personal information.
- Ensure any data collected is used appropriately and stored securely.

7. Compliance & Reporting

- Follow all guidelines outlined by Bicester & District Gymnastics Club and IGA Gymnastics.
- Report any policy breaches, concerns, or misconduct to the Head Coach or Welfare Officer.
- Cooperate fully with any club investigations related to safeguarding, misconduct, or health and safety.

8. Acknowledgment & Agreement

By coaching at Bicester & District Gymnastics Club, you agree to abide by this Coach Code of Conduct and the club's policies. Any breaches may result in disciplinary action in line with club procedures.

For further details, please refer to the following club policies:

- BDGC 010 - Welfare & Safeguarding Policy
- BDGC 013 - Health & Safety Policy
- BDGC 011 - Privacy Policy
- BDGC 004 - Risk Management Policy

For any queries or concerns, please contact the Head Coach or Designated Welfare Officer (DWO).

IGA Insurance Policy: <https://www.independentgymnastics.com/insurance/>

9. Compliance and Disciplinary Procedures

Any breach of this policy will be taken seriously and may lead to disciplinary action. In serious cases this could include summary dismissal under our disciplinary procedure. Any breach of this policy must be handled in accordance with all other relevant company policies within BDGC.

10. Monitoring Compliance

The adoption of this policy is subject to monitoring and auditing. The outcomes from these reviews will inform and improve practices as part of BDGC's commitment to continual improvement.

11. Review

This Policy will be reviewed at least annually.

12. Amendment and Termination

This Policy can be amended, replaced, or terminated at any time at the sole discretion of BDGC. If you have any questions about whether you are reviewing the latest Policy, please confirm with the Owner of this document identified below.

Document Controls

Category	Description
Document Owner	XXXXXX
Status (Draft, Published, Retired)	XXXXXX

History

Revision #	Change Description	Author Initials	Date
0.1	XXXXXX	xx	DD MM YYYY