



## Section 1: Management

### Module 1: Code of Behaviour

#### **Purpose and Statement of Commitment**

BUGS Gymnastics endeavours to ensure impeccable behaviour of all gymnasts, coaches, spectators, administrators' and officials. Providing a safe, friendly and enjoyable environment for everyone involved.

Our focus is to provide a safe friendly environment for participants to develop basic gymnastic skills. To offer a variety of gymnastics programs to suit children of all ages and abilities and to encourage a healthy attitude towards participating in physical activity. BUGS gymnastics has a commitment to provide a quality program with qualified and accredited coaches and staff.

#### **Definitions and Policy Coverage**

The Committee and staff of the Club have a legal and moral responsibility to manage the organisation in the best interests of the community it serves. The Club is a place that promotes responsibility, respect, civility and fun and participation for all. All gymnasts, parents, coaches, volunteers and spectators have the right to be safe and feel safe in the gym. With this right comes the responsibility to be law-abiding and accountable for their actions and behaviour.

All participants involved in the Club should discourage all instances of unsportsmanlike behaviour or acts of violence either within or outside the gym. Respect the rights, dignity and worth of every person regardless of their gender, ability/disability, sexual orientation, cultural background or religion. Condemn the use of recreational and performance enhancing drugs and doping practices; their use endangers the health of gymnasts and is contrary to the concept of fair play. All members of the Club community are to be treated with respect, in particular those in a position of authority.

The code of behaviours is applied to all gymnasts, coaches, administrators, spectators and judges. Gymnasts include all adults and children that participate in a Gymsport at BUGS Gymnastics. Coaches include all coaches, assistant junior coaches, senior coaches, volunteer coaches and guest coaches. Administrators include the President, Office administration staff and Senior Coaches with administration duties.

#### **Requirements and Responsibilities**

##### ***Gymnasts must:***

- Respect the rights, dignity and worth of fellow participants, coaches, officials and spectators.
- Do not tolerate acts of aggression.
- Respect the talent, potential and development of fellow participants and competitors.
- Care for and respect the equipment provided to you as part of your program at BUGS Gymnastics.
- Ask for coach's permission to leave the gym for any reason. Gymnasts are not to enter the office area unless told to do so by a coach
- Follow uniform guideline and make sure long hair is tied up and no jewellery is worn to training or competitions.



- Do not enter the gym before called in by the coach.
- Arrive on time, if the gymnast arrives it is up to the coach whether the gymnast is allowed to participate based on safety considerations
- Always bring a water bottle to gym and place on the provided table before class. Only water bottles permitted in the gym. No other food or drink.
- Be honest with your coach concerning illness and injury and your ability to train fully within the program requirements.
- At all times avoid intimate relationships with your coach.
- Conduct yourself in a professional manner relating to language, temper and punctuality.
- Maintain high personal behaviour standards at all times.
- Abide by the rules and respect the decisions of the coaches and officials at BUGS Gymnastics
- Be honest in your attitude and preparation to training. Work equally hard for yourself and your team.
- Cooperate with coaches and staff in the development of programs to adequately prepare you for competition at the highest level.

***Coaches must:***

- Do not tolerate acts of aggression.
- Provide feedback to participants in a manner sensitive to their needs. Avoid overly negative feedback.
- Recognise participants' rights to consult with other coaches and advisers. Cooperate fully with other specialists (for example, sports scientists, doctors and physiotherapists).
- Treat all participants fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status and other conditions.
- Encourage and facilitate participants' independence and responsibility for their own behaviour, performance, decisions and actions.
- Involve the participants in decisions that affect them.
- Encourage participants to respect one another and to expect respect for their worth as individuals regardless of their level of participation.
- Ensure that the tasks and/or training set are suitable for age, experience, ability, and physical and psychological conditions of the participants.
- Be acutely aware of the power that you as a coach develop with your participants in the coaching relationship and avoid any sexual intimacy with them that could develop as a result.
- Avoid situations with your participants that could be construed as compromising.
- Actively discourage the use of performance enhancing drugs, and the use of alcohol, tobacco and illegal substances.
- Be reasonable in our demands on young gymnasts' time, energy and enthusiasm.
- Remember that children participate for fun and enjoyment and that winning is only part of their motivation.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of gymnasts. Coaches must be safety conscious and ensure that all equipment is used and adjusted correctly for the gymnast
- Ensure all equipment is returned to its correct place at the conclusion of your classes.



- Ensure that only participants are allowed in the gym. Parents and family members need to wait in the foyer (Kindergym excepted).
- Follow uniform and presentation guidelines ourselves and remind our gymnasts to do the same.
- Ensure that the time gymnasts spend with us is a positive and enjoyable experience.
- Only touch gymnasts or other coaches if we are assisting / being assisted with a skill.
- Any physical contact with a young person should be appropriate and necessary for the gymnast's skill development or safety and should only occur if the child feels comfortable – resistance from the child should be respected
- Conduct themselves in a manner consistent with their position as a positive role model for children and as a representative of BUGS Gymnastics
- For serious issues concerning a gymnast (such as behaviour/training concerns or team selection) we ensure any discussion with parents is done in a private place (not the viewing area).
- Follow and implement all of BUGS Gymnastics policies and guidelines.
- Do not use your mobile phone during training or competitions unless for videoing routines for improvement.
- Do not exploit any coaching relationship to further personal, political or business interests at the expense of the best interest of your participants.
- Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
- Know and abide by rules, regulations and standards, and encourage players to do likewise. Accept both the letter and the spirit of the rules.
- Be honest and ensure that qualifications are not misrepresented.

***Parents and Spectators must:***

- Focus on enjoying the sport, reducing the emphasis on winning. Teach children that an honest effort is as important as victory
- Independent classes – parents must remain in the waiting room during classes, access to the gym is not allowed unless requiring the toilet (must ask permission from office staff).
- Office access is only allowed to parents to discuss accounts or other administration duties, access to the office to view the children is not permitted.
- Encourage children to always play by the rules and respect the decisions of Officials and Judges. Accept decisions of judges as being fair and called to the best of their ability.
- Encourage all to obey rules and decisions of officials.
- Do not criticise your children in front of others, reserve constructive criticism for more private moments – but leave any performance criticism to your coach!
- Remember a child learns best by example. Applaud good skills and routines by all teams and congratulate all gymnasts, regardless of the outcome. Show respect for your team's opponents, do not criticize them, without them, there would be no competition.
- Do not criticise coaches, gymnasts or judges during competitions
- Set a good example by your own conduct and behaviour.



- Ensure your child is on time for gymnastics and is dressed appropriately – as per club guidelines.
- Do not criticize coaches or gymnasts. If you have a concern, make a time to see your coach or club official. Do not raise your voice or speak rudely to any member of the BUGS Gymnastics staff – particularly when on club premises or at any gymnastics event and never in front of other parents or gymnasts.
- Encourage children to participate if they are interested. If they are not, don't force them.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Respect the Rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.
- Parents and spectators must wait in the viewing area (Kindergym excepted).
- Notify BUGS Gymnastics when any personal information changes, i.e. contact number, address.
- Remember children play sport for fun. Children are involved in sport for their enjoyment, not yours.
- Never ridicule or scold a gymnast for making a mistake. Be positive.
- Condemn the use of violence in any form, be it by spectators, coaches or gymnasts.
- Avoid use of derogatory language based on gender, race or impairment.
- Focus on your child's efforts and performance rather than winning or losing.
- Demonstrate a high degree of individual responsibility especially when dealing with or in the vicinity of persons under 18 years of age, as your words and actions are an example.
- Do not physically or verbally abuse or harass anyone associated with the sport (participant, coach, judge, other parents etc).
- Be a positive role model.
- Allow fellow parents the respect they deserve in their viewing or involvement in their child's participation.
- Be aware of the repercussions that any breaches of this code of behaviour may incur.
- Check on the appropriate club or state bodies' policy on photography of participants before taking photos.

***Administrators must:***

- Create pathways for athletes to participate not just as a participant but also as a coach, judge, official etc.
- Help coaches and officials highlight appropriate behaviour and skill development, and help to improve the standards of coaching and officiating
- Provide equal opportunities for coaches and officials to participate in professional development workshops and courses.
- Ensure that everyone involved in BUGS Gymnastics emphasises fair play, and not winning at all costs.
- Make a code of conduct available to athletes, coaches, officials and parents and encourage them to follow it.
- Discourage the use of bad language, nor will we harass athletes, coaches, officials or spectators. Make it clear that abuse in any way is unacceptable and will result in disciplinary action.



- Respect the rights, dignity and worth of all people involved in the activity, regardless of their gender, ability or cultural background and religion.
- Equipment and facilities must be safe and appropriate for the ability level of participating children.
- Rules, equipment, length of competitions and training schedules should take into consideration the age, ability and maturity level of participating children.
- Ensure that adequate supervision is provided by qualified and competent coaches and officials capable of developing appropriate sports behaviour and skills.
- Involve people in planning, leadership, evaluation and decision making related to the activity.
- Remember that people participate for their enjoyment and benefit. Do not overemphasise awards.
- Remember, you set an example. Your behaviour and comments should be positive and supportive.
- Support implementation of all policies of Gymnastics Australia, the State Association and the club.

#### ***Judges must:***

- Adhere to all judging rules and remember you are representing BUGS Gymnastics at every event you attend, set a standard for yourself.
- Actively maintain technical knowledge through professional development, ongoing review, technical publications, video tapes and gym floor participation.
- Attend all pre-competition judges' meetings.
- Dress in a tidy fashion benefiting the status and image of a judge.
- Be punctual for all official events.
- Avoid the use of derogatory language.
- Remember that children participate for fun and enjoyment and that winning is only part of their motivation.
- Never ridicule children for making mistakes or losing.
- Help the education process in gymnastics. Judges can help gymnasts and coaches maximise gymnasts potential by ensuring requirements are understood, and by encouraging good sportsmanship.
- Modify rules and regulations to match the skill levels and needs of young people.
- Compliment and encourage all participants.
- Be consistent, objective and courteous when making decisions.
- Condemn unsporting behaviour and promote respect for all opponents.
- Emphasise the spirit of the game rather than the errors.
- Encourage and promote rule changes, which will make participation more enjoyable.
- Be a good sport yourself. Actions speak louder than words.
- Remember, you set an example. Your behaviour and comments should be positive and supportive.
- Place the safety and welfare of the participants above all else.
- Give all young people a 'fair go' regardless of their gender, ability, cultural background or religion.

#### **Breaches of the Codes**



The Club applies the “three strikes and you are out” to breaches of these Codes. This means that the Club will:

**1. For Coaches:**

- a. On the 1st occurrence – verbally cautioned and educated by the Head Coach as to his/her obligations and the standards expected of all coaches in the Club;
- b. On the 2nd occurrence – verbal and written – cautioned by the applicable Program Manager and reminded of the 3 strikes and you’re out policy and the Centre Manager and Committee advised accordingly;
- c. On the 3rd occurrence – verbal and written – disqualified from taking classes in their own right and, with their agreement, will revert to a mentoring program, for a period determined by the Program Manager (depending on the severity, the applicable Technical Committee of the GACT advised accordingly and specific action sought);

**2. For Parents/Spectators:**

- a. On the 1st occurrence – cautioned and advised of the Codes and Breach policy;
- b. On the 2nd occurrence – asked to leave the premises;
- c. On the 3rd occurrence – banned from entering the gym for a period determined by the Centre Manager.

**3. For Gymnasts:**

- a. On the 1st occurrence – sat out of the rotation or class, depending on severity of the breach and cautioned accordingly;
- b. On the 2nd occurrence – sat out of the class and parents advised;
- c. On 3rd occurrence – parents advised that the gymnast is no longer welcome in the gym (any fee refund is up to the discretion of the Centre Manager).

**4. For Administrators/Volunteers/Judges:**

- a. On 1st occurrence – verbally cautioned by the Centre Manager and reminded of their responsibilities, commitments and the breach policy;
- b. On the 2nd occurrence – verbal and written – cautioned and counselled by the President;
- c. On the 3rd occurrence – verbal and written – asked by the President to either stand down for at least 12 months or resign.