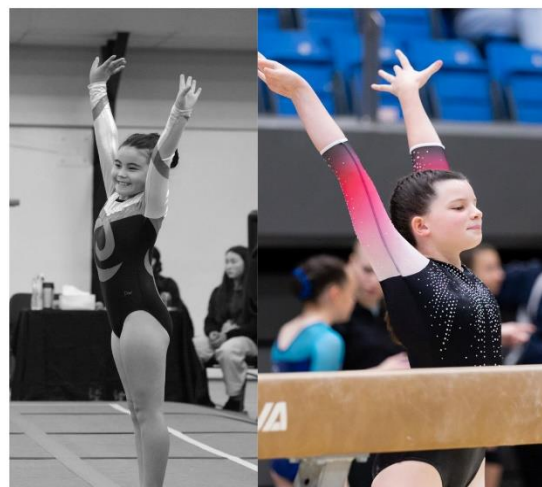


Rimutaka Gymsports behaviour policy



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Rimutaka Gymsports

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Rimutaka Gymsports behaviour policy

Purpose

The purpose of this policy is to have some clear rules and procedures around coach and gymnast behaviour inside the Club. It is also the responsibility of the coaches and gymnasts to follow this.

This document

The purpose of this document is to guide the coaches, gymnasts and their family/whānau at Rimutaka Gymsports on the appropriate guidelines of behaviour and conduct, general, training and competition etiquette, interaction, communication, attendance requirements, gymnast behaviour policy and how to deal with breaches of the policy

Etiquette for Coaches

General

The Coach must:

- show respect for all gymnasts, parents and colleagues - this includes positive coaching, listening, and always being courteous and respectful
- respect the rights dignity and worth of every person regardless of their gender, ability, cultural background, or religion.
- recognise that physical, sexual or verbal abuse, bullying, tormenting or ridicule is unacceptable behaviour by any coach
- treat all participants as they would like to be treated

Training

At training the Coach must:

- provide positive feedback that will enhance the child's learning
- set high standards of personal behaviour for your gymnasts to follow
- always act professionally
- always support and be present with all gymnasts during warm up, apparatus work and conditioning (no sitting and watching)
- validate gymnasts on their achievements
- provide an appropriate accolade for successes
- show understanding with all gymnasts
- take on board their concerns and fears and create achievable goals for individuals
- place the well-being and safety of the gymnast above development of skills and performance
- not direct bad language in jest or otherwise to any other staff member or gymnast.

Additional rules

The Coach must:

- arrive on time and allow time for set up and preparation of classes
- limit the use of mobile phones on the gym floor and use only in exceptional circumstances (unless being used as a coaching tool)
- act responsibly with food or drink on the floor in the gym

- always wear appropriate coach uniform
- refrain from unnecessarily leaving the gym floor and/or leaving gymnasts unattended for breaks in coach's room - gymnasts should not be left alone for long periods if they are training.

Competitions

At competitions the Coach must:

- ensure they have gymnast's music and cards
- check in with competition personnel if required
- ensure all gymnasts are in attendance and are in the right uniform
- accompany and provide instruction to gymnasts during warm up
- provide positive reinforcement and support prior to the competition commencing
- show model behaviour throughout the competition
- not show negative emotions at gymnasts who do not complete skills or fall at comps
- be present when gymnasts are warming up or competing on all apparatus to ensure their safety
- not react negatively to poor scores. Always respect the judge's decision. If there is any query on scoring, approaching the judging panel must be done as per competition standards and in a professional manner.
- not undermine the judges in front of competing gymnasts
- follow correct procedure as dictated by the competition control judge if there is an injury to any gymnast
- be present for prize giving if possible.

Reporting Injuries

Document any injuries of gymnasts during training or competitions by completing a Club accident report form, noting the time, place, a brief description of the injury and how it occurred and what treatment was applied. Give report to the Club Administrator to follow up.

Etiquette for Gymnasts

General

The gymnast must:

- show respect for all staff including full and part time coaches, office staff and members of the Committee - listening, being courteous and respectful and following instruction of staff, officials and administrators
- respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion
- show appreciation to other gymnasts, coaches, the competition director and anyone else who helped support them during the competition
- recognise that physical, sexual or verbal abuse, bullying, tormenting or ridicule is un acceptable behaviour by a gymnast
- be a good sport - applaud good work whether it is done by fellow gym mates or other competitors
- treat all participants in the sport, be it a team member or coach, as they would like to be treated.
- be inclusive in their approach to their squad mates.

Training

At training the gymnast must:

- listen to their coach carefully - the coach is there to help gymnasts to achieve
- always have a positive "go for it" attitude

- demonstrate high work ethics and attempt all suggested exercises with a “can do” attitude
- keep trying when unable to complete a task or skill
- be positive when learning new skills - this will likely have a better impact on learning, and positively affect other team members. A more negative response might look like discussing what they cannot do with other team members or crying and displaying uncontrolled emotions.
- be supportive and sensitive to their teammates and other members of the gymnastics programme
- show a general respect for the Club’s equipment
- treat all participants in their sport, be it a team member or coach, as they would like to be treated
- participate within the rules and respect the coaches and their decisions
- thank their coach after each session.

Attendance at training

The gymnast:

- is expected to attend training sessions, as a minimum, unless the gymnast is unwell or injured and unable to train
- must notify the Club/Coach prior to the session if they won’t be attending the training session
- if injured, is still expected to attend training (always following medical guidance) as there are often many areas that a gymnast can work on whilst avoiding the injured body part - there can often be significant gains made during an injury, and it can be an opportunity to develop / focus on weaknesses
- must always stay in the sight and care of the coaching staff and should remain inside the gym until a parent/caregiver picks up the gymnast.

Additional training rules

- No cell phones are to be taken onto the gym floor unless the gymnast has approval from their coach for videoing purposes - the use of cell phones on the gym floor for general use is disrespectful to the coach and the entire squad.
- No food or drink is allowed on the floor in the gym under any circumstances.
- All gymnasts must wear correct training attire. Leotards and tight-fitting clothes. No socks.

Competitions

At competitions the gymnast must:

- participate in competitions for their own enjoyment and benefit, not just to please parents and coaches
- wear their competition leotard and tracksuit and appropriate hair attire (this is at the coach’s discretion and in most cases will be co-ordinated prior to the event)
- present themselves on march out as a proud member of their Club
- always present properly to the judges at the event
- not leave the competition floor for any reason without coach approval
- always try their best at competitions, even after a lapse in performance
- accept the judge’s decision
- cheer on their team members and support their achievements.
- respect other Club’s property, staff and gymnasts
- not speak negatively about the Club - if a gymnast has an issue with the Club, they can feel free to speak to a Club representative, outside of the competition
- not take a cell phone onto the gym floor under any circumstances - the use of cell phones on the gym floor during competitions is prohibited
- only eat during a competition when given approval from their coach and where the host club has advised is appropriate.

Etiquette for family/whānau

Family and whānau must:

- remember children play sport for fun, they are not participating for the entertainment of spectators and they are not miniature professionals
- leave coaching to the coaches and give them the support they need for them to do the best job they can
- reward effort rather than results
- be advocates for the gym and their coaches and setting a good example not only to other parents, but most importantly to their child/ren - negative talk and gossip is detrimental and demoralising to everyone
- applaud good performances from each team - congratulate all gymnasts regardless of the outcome
- respect the judge's decisions and scores and encourage gymnasts to obey the rules and decisions of the officials
- not ever ridicule or scold a child for making a mistake during competition - be positive
- show respect for the team's opponents and coaches as without them, there would be no competition
- be an ambassador for their Club - it is not appropriate to comment on other gymnasts scores
- demonstrate appropriate social behaviour by not using foul language, harassing gymnasts or coaches
- not use derogatory language
- be involved in the Club and contribute during competitions.

Family and whānau are welcome to attend training sessions but must not coach or comment to their gymnast during the session.

Inappropriate behaviour

Coaches

The following list outlines what is deemed to be inappropriate behaviour:

- a constant negative attitude towards other coaches or gymnasts during training
- talking negatively about other gymnasts or coaches.
- being unwilling to complete a task.
- shouting at other coaches or gymnasts
- damaging equipment
- punching or hitting equipment in anger or frustration
- swearing or use of bad language
- taking undue risks with gymnast safety.

Gymnasts

The following list outlines what is deemed to be inappropriate behaviour:

- a constant negative attitude towards coaches or other gymnasts during training
- talking negatively about other gymnasts or coaches
- talking back to the coach.
- being unwilling to complete a task
- shouting at the coach or other gymnasts
- damaging equipment
- punching or hitting equipment in anger or frustration
- swearing or use of bad language
- performing unsafe skills.

Additional Information

- The athletes must be always in the sight and care of the coaching staff.
- Misbehaviour should be dealt with in a positive proactive way. Little will be gained from punishment without explanation and understanding, however a long-drawn-out discussion in front of other gymnasts should be avoided.
- Inappropriate behaviour is different to gymnast mistakes. Mistakes are an expected part of training and learning new skills. They must be encouraged to take risks and understand that mistakes should be understood and corrected with the coaches help. There must be no punishment associated with mistakes.
- Punishment is not to be dealt out to the gymnast by the coach in the form of extra strength or conditioning. This is clearly against a positive coaching environment and can be counter-productive.
- Clear documentation of ongoing poor behaviour must be maintained in the Incident Log Book.
- Staff members are reminded to create a positive, healthy climate in which to learn. It is the responsibility of the coach to create this and develop this with their gymnast.

Family/whānau

The following list outlines what is deemed to be inappropriate behaviour:

- a constant negative attitude towards coaches, other gymnasts or the Club
- talking negatively about other gymnasts, coaches or administration staff or members of the committee
- shouting at the coach or other gymnasts or otherwise harassing coaches
- damaging equipment
- swearing or use of bad language.

Safeguarding policy

This policy should be read in conjunction with the Rimutaka Gymsports Safeguarding policy if needed.

Process to deal with breaches of policy or inappropriate behaviour

Coach

If you believe the behaviour of a coach to be inappropriate please inform the Club Manager/Club Administrator or Head of Gym-for-All or Head of Womens Artistic Gymnastics and provide the following details:

- outline the nature of the inappropriate behaviour
- when did this occur?
- what were the circumstances leading up to the incident?
- has there been other instances?
- who was involved?

The Club Manager or Club Administrator (or a Head Coach) will inform the Committee of the breach of policy or inappropriate behaviour using the agreed process.

The Club Manager or Club Administrator and Committee will investigate the incident.

A meeting between coach, parent and/or gymnast will be scheduled to discuss the issue if necessary.

During the behaviour management process, the coach is always to conduct themselves professionally and continue to coach all gymnasts to a high standard.

For a serious breach or inappropriate behaviour; action as outlined in the Employment Contract will be undertaken.

Note: refer to Rimutaka Safeguarding policy if required.

Gymnast

Should the behaviour of a gymnast be inappropriate, please perform the following steps in sequence:

Step	Action
Step 1	Calmly but firmly, give a short explanation of what behaviour is deemed as inappropriate and move the gymnast on to a positive task.
Step 2	If the gymnast displays a second instance of inappropriate behaviour – explain to the gymnast the behaviours/actions that were inappropriate. This should be done in a reasonable timeframe. Refrains from a long-drawn-out discussion about the issue. If necessary, take the gymnast aside for a short discussion.
Step 3	Give the gymnast a warning that if the behaviour/breach continues that a 15 minute “time away/time out” will be enforced so the coach can continue training other gymnasts without delay.
Step 4	If a third instance occurs, take the gymnast aside and calmly but firmly inform them of the third strike. Enforce the 15 minute “time away/time-out”. The gymnasts must stay in the gym in an appropriate area in the Main or small gym. Under no circumstances should the gymnast be asked to leave the gym. Ensure the gymnast understands that the behaviour that was inappropriate.
Step 5	The gymnast will return to training after the 15-minute time limit. Reinforce that the inappropriate behaviour is not acceptable but ask them to join the group with a positive attitude and have ready some workable activities without further penalty or visible negativity.
Step 6	Repeat as necessary
Step 7	After training, and if applicable, inform the parent of the breaches of the behaviour and inform the gymnast and the parents that the incidents will be documented.
Step 8	Note the incident in the Incident Log Book. Report the incident to your direct manager.

Head of Women’s Artistic Gymnastics or Head of Gym-for-All process

The Head of WAG or Head of GFA should follow the following steps:

Step 9	Head of WAG or Head of Rec receive the incident report from the Coach. File appropriately and talk to the Coach and Parents if required.
Step 10	The Club Manager or Club Administrator will inform the Committee of the breach once there has been three incident reports for the same gymnast. In some cases, this may also involve direct communication with coach and the parent.
Step 11	When the Committee receives notice that a gymnast has had three incident reports of inappropriate behaviour breaches by the same gymnast, the gymnast will be placed on a Behavioural Management Plan.
Step 12	Disciplinary meeting between parents, coaching staff and Committee representatives is held.

Step 13	The discipline plan will be developed with the Committee, coaching staff, gymnast and parent.
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During the behaviour management process, Coach must always conduct themselves professionally and continue to coach all gymnasts to a high standard.

It is likely that gymnasts on a behavioural plan will not be able to attend away competitions unaccompanied by a parent, or in extreme circumstances, may not be allowed to compete at all.

In extreme or chronic ongoing circumstances, the Club may take disciplinary action where the gymnast may be required to permanently leave the club.

Authorisation

**Date of approval by the
Committee:** ...18...../.....10...../...2023.....

Signed:



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Crystal Smith, President

Date: ...18...../...10...../.....2023.....

Appendix 1: Used for all competitive gymnasts and their parents to sign

Behaviour Management Declaration

All incidents, documentation, and meetings are treated as strictly confidential and are not discussed with parties who aren't directly involved.

All notes from any meetings will be made available to all parties.

Declaration

I understand the Club's requirements with regard to etiquette and behaviour and the steps required to manage inappropriate behaviour. I agree to abide by these rules and policies.

Signed Gymnast:

Date:

Signed Parent/Guardian:

Date:

Signed President:

Crystal Smith

Date: