

# GYMNASTICS HANDBOOK

HOBART PCYC GYMNASTICS CLUB - 2016



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# WELCOME TO HOBART PCYC GYMNASTICS CLUB

The staff and families of the Hobart PCYC Gymnastics community would like to extend a warm welcome and thank you for your interest in our program. The Hobart PCYC, which first opened in 1953, is located in the Hobart CBD and is a non-profit community service organisation which aims to provide a safe environment for youth and the community to participate in a range of social and recreational activities at affordable prices. The day-to-day administration and program are managed by employed staff of the Hobart PCYC. The building we use is owned by Tasmania Police and occupied by the Hobart Police and Community Youth Club Inc. Our club is one of the biggest in Tasmania with close to 700 athletes participating across our range of programs. Our Gym, albeit small in size is extremely well equipped and has all the required apparatus for both the recreational and competitive stream programs, including full size sprung floor and Rhythmic Competition floor.

Gymnastics offers many physical, emotional and intellectual advantages, which benefit growing children. Through the progressive development of skills, young people learn dedication and the value of perseverance. Gymnastics promotes strength, flexibility, balance, co-ordination and is an excellent grounding for many other sports.

The training environment also introduces goal setting, promotes concentration and discipline, cooperation, teamwork, listening and comprehension skills, taking instruction and feedback. Competitive stream athletes learn how to perform in front of an audience.

Once again we welcome you to the club. We trust your association with us is enjoyable, beneficial and rewarding. We hope this booklet is informative, however if at any time you have specific questions or concerns, please do not hesitate to speak to the reception staff or your coach.

# OBJECTIVES OF HOBART PCYC GYMNASTICS CLUB

- To provide a fully equipped gymnastics centre offering a variety of gymnastics classes for all ages and abilities within the community.
- To provide a safe, educational, caring and stimulating environment which provides programs designed to build self-confidence and esteem.
- To provide you and your child with qualified and experienced Gymnastics coaches and a professional approach to teaching gymnastics.
- To maintain a high quality of technical expertise in the judging and coaching areas through the active involvement in accreditation, workshops and updating courses.
- To encourage all our gymnasts to reach their personal goals, whether at Club, Regional, State or National levels.

Our club abides by the standards and policies set by the following governing bodies: State: Gymnastics Tasmania (GT) National: Gymnastics Australian (GA) International: Federation of International Gymnastics (FIG)

## GYMNASTICS PROGRAMS

### EARLY YEARS CLASSES

#### ROCKET TOTS (0-5YRS)

##### *Description*

Rocket Tots is a fun introduction to gymnastics equipment and gymnastics movement. The program includes activities of swinging, jumping, hopping, balancing, hanging, stretching, landing, rolling, bouncing, climbing and movement to music.

##### *Outcomes*

The program helps develop strength, flexibility, co-ordination, balance and posture. The children will also learn to follow instructions in a group, interact socially and make great new

friends in the gym. The program will prepare each child to enter the Mini Martians class. Your child will learn to use the balance beam, trampoline, rings, uneven bars, climbing rope, crash mats, and springboards and will be introduced to other equipment as their term progresses. In this stage of development, we place a large focus on having fun whilst learning and improving basic gymnastic ability.

### ***Parent Participation***

Parents are asked to help their child to participate in all activities as directed by the instructor. Please do not leave the group or use any equipment without the direction of the instructor. Your child will gain independence as they grow older and will graduate to a regular Mini Martians class.

## **MINI MARTIANS (3-5YRS)**

### ***Description***

Mini Martians is designed for children aged 3 to 5 years with the pre-requisite of being able to follow the instructions of the leader during a 60 minute class. The program helps develop strength, flexibility, co-ordination, balance and improve cognitive development. This program has obvious physical benefits including perceptual-motor development and improving posture. Parents are encouraged to support the instructor.

### ***Outcomes***

The program helps develop strength, flexibility, co-ordination, balance and posture. The children will also learn to follow instructions in a group, interact socially and make great new friends in the gym. The program will prepare each child to enter Hobart PCYC Gymnastics' recreational or competitive programs. Your child will learn to use the balance beam, trampoline, rings, uneven bars, climbing rope, crash mats, and springboards and will be introduced to other equipment as their term progresses. In this stage of development, we place a large focus on having fun whilst learning and improving basic gymnastic ability.

### ***Parent Participation***

Parent Participation is required in the Mini Martians class.

## COMPETITIVE VERSUS RECREATIONAL GYMNASTICS

Our club recognizes a distinction between recreational, competitive and Australian level program gymnastics. Recreational gymnastics includes all non-competitive classes. The content and delivery of training programs is different for competitive and non-competitive groups. Non-competitive groups have a philosophy of fun and fitness. These programs aim to give a broad introduction to gymnastics equipment and activities. The recreational gymnastics educational program is designed to teach the fundamental skills of gymnastics without the elements of structured routines or competitions. In competitive training groups there are higher expectations placed on the gymnasts to work hard and improve their physical abilities and skills. Positions in competitive groups are offered on the understanding that the gymnast aspires to high levels of performance and intends to fully meet the training commitments of that group. All competitive groups will require multiple sessions per week of training and expectation to compete in competitions as representatives of the Club.

## RECREATIONAL CLASSES

### BEGINNER GYMNASTICS - RECREATIONAL PROGRAM (SPARKLES, BOYS DISCOVERY)

The Junior Recreational program caters for children 5-8 years attending school. The children develop basic gymnastics skills on a variety of equipment and classes involve fun and challenging activities that develop a wide range of physical attributes including strength, flexibility, balance and coordination. The children progress through a system of stages. The stages range from Stage 1 to Stage 8 and the children get tested throughout the term. If they successfully complete the stage they will then progress to the next stage and will receive their certificate of completion. On the last week of term all the children get to participate in a fun week where the coaches set up exciting and fun games and activities on the equipment for the children to enjoy.

### INTERMEDIATE PROGRAM (SUPERNOVAS, BOYS APOLLO)

The Intermediate Recreational program is an invitational program that accommodates for the children who have progressed through the Junior Rec program to further their gymnastics training. The age group for this class ranges from 7-10 years. The children further develop their gymnastics skills participating on all Olympic Style equipment.

## SENIOR RECREATION (STARLETS, BOYS CHALLENGER)

These classes are for participants from 8.5 yrs. old. This is a motivating class that focuses not only on strength and flexibility but also on the skills the class members wish to learn. Gymnasts in this class are exposed to all the Olympic apparatus but each can choose which they would prefer to spend the most time on, all under the supervision of an experienced and competent coach. Classes are of 2 hours duration and there are one or two sessions per week available.

## ADULT GYMNASTICS/ GYM FIT

These classes cater for gymnasts from 17 years up and the difficulty is tailored to the individual's ability. You are never too old to have a try. The first part of the session is spent on a warm-up including strength, flexibility and basics, then the gymnasts nominate their preferred activity for the rest of the time. Coaches are constantly working and trying to get the best from each participant so you are guaranteed to learn new skills and find muscles that you never thought you possessed. So if you are an ex-gymnast or have never done gym but always wanted to be able to do a somersault or cartwheel or you simply want to get fit and have fun in the process then come along and have a go.

## RECREATIONAL ACRO/ TUMBLING

We offer two different classes, one for Children aged between 7-12 years old and one for 12- 18 years. Each session runs for 1 hour. Gymnasts will learn the safe ways to tumble, use double mini tramp and learn basic skills and increase flexibility and strength. This class is ideal for Children who do dancing who want to improve acrobatic and gymnastics skills or for those who have an interest in circus and tricks. Gymnasts will learn the basics and further skill development.

## TWIRLERS

Twirlers is a fun, new beginners Rhythmic Gymnastics Program for Girls aged 5-8 years. It is a great way to participate in the sport and develop skills and coordination. Twirlers is a class suited to gymnasts who would like to try Rhythmic Gymnastics.

# COMPETITIVE PROGRAMS

All our coaches are accredited through Gymnastics Australia and undergo annual re accreditation to ensure they are all fully trained in all aspects of gymnastics. Hobart PCYC Gymnastics Club has an ongoing coach development program to continually educate our coaches in every aspect of the development of children through sport in general.

## RHYTHMIC GYMNASTICS – COMETS AND INFINITY

Entry into our competitive teams is by selection only. Girls are continually being assessed by our instructors, evaluating suitable gymnasts to enter our Squad programs.

Gymnasts in the Competitive Rhythmic Program follow the National Levels (Comets) or International Levels Program (Infinity Elite) for Rhythmic Gymnastics, with girls being able to compete from levels 1 to 10. Girls in our Competitive programs are expected to compete in competitions designated by the rhythmic program coordinator.

Girls will continue working on core strength suitable for their age as well as flexibility, which will involve stretching.

When a girl is accepted into our Competitive RG program, they are expected to commit to the full program as set out by their coach.

If your child vacates their position within a Competitive program, they will need to be reassessed prior to being accepted back into the program.

## TUMBLING PROGRAM - JETS

Tumbling Program Gymnasts in this class will use trampolines, air floors and sprung floors. Gymnasts in this class will learn the basics involved with tumbling and progressions to skills and combinations incorporated in the National Levels Program. There is an expectation that athletes in this class will participate in state competitions.

## ARTISTIC GYMNASTICS PROGRAMS

Gymnasts who show the ability and determination are selected to move from recreational gymnastics into our development programs. Our coaches work closely and carefully with these children to develop their skills towards introducing them to competitive programs that commence at level 1 and can progress through to International level programs. Hobart PCYC Gymnastics Club has both complete Men's and Women's Artistic Gymnastics programs .

## WOMEN'S ARTISTIC GYMNASTICS

There are currently 2 different competitive programs in Women's Gymnastics (WG) in Australia. Hobart PCYC Gymnastics Club offers both programs.

### ***Australian Levels Program (ALP)***

The National program is designed for competitive gymnasts. These gymnasts will have the opportunity to compete at club, region and state level from level 1 through to level 10. In the higher levels, gymnasts may also have the opportunity to compete at National level.

High Flyers – ALP 1-2-3

Asteroids – ALP 4, 5 (Limited Hours)

Meteorites – ALP 4, 5

Pocket Rockets – ALP 6, 7

Orbits – ALP 6, 7 (Limited Hours)

### ***International Levels Program (ILP)***

The International Levels Program (Galaxy Squad) is designed for exceptionally talented gymnasts. (ILP) has been developed to guide and develop gymnasts towards International Level gymnastics. Gymnasts will move from IDP Level 2 - 4 -6-7-8-9 and 10. The purpose of this program is to train gymnasts who have the potential to compete at an international level. Many hours training are involved and a strong desire to train is essential. Positions in our Competitive Programs are limited and are offered to only a small number of gymnasts, they provide many opportunities and therefore selection and participation should be viewed as a privilege. Accepting a position in the squad requires the acceptance of certain expectations and a high level of dedication from the Gymnast, in return you can expect the dedication and commitment from the club and coaches to the task of developing the gymnast ability to the highest level.

## MEN'S ARTISTIC GYMNASTICS

Men's competitive Gymnastics re started in January 2014 and at present we offer a Junior Competition Group (Odyssey) – Levels 1-3. We look forward to supporting and encouraging the growth of this Gym Sport in our Club.



# TERM FEES

## FEES & MEMBERSHIP

Hobart PCYC Gymnastics Club accepts payment of fees by:

- Cash payment through the Office
- Cheque paid through the Office or by mail
- EFTPOS paid through the Office
- Credit card paid through the Office or via telephone
- Internet transfer to: Account Name: Hobart PCYC BSB: 807-009

Account Number: 51263670 Details: Gymnasts surname/Invoice number

Fees are set as term fees. Once you register by completing the Hobart PCYC Gymnastics Club Membership Form and attend a class you are responsible for the whole term fee whether or not you attend. New members beginning mid-way through a term will only need to pay for the weeks remaining in that term. The term dates for 2016 are as follows;

## TERM 1, 2016

Start: Tuesday 9th February, 2016

Finish: Saturday 9th April, 2016

No classes

- Monday 8th February (Regatta Day Public Holiday)
- Monday 14th March (8 hour day Public Holiday)
- Easter Break - Friday 25th March – Tuesday 29th March

## TERM 2, 2016

Start: Tuesday 26th April

Finish: Saturday 2nd July

No classes:

Monday 25th April (ANZAC Day Public Holiday)

Saturday 11th and Monday 13th June (Queens Birthday Long Weekend)

## TERM 3, 2016

Start: Monday 18th July

Finish: Saturday 24th September

## TERM 4, 2016

Start: Monday 10th October

Finish: Friday 23<sup>rd</sup> December

No classes: Thursday 20<sup>th</sup> October (Hobart Show Day)

## REGISTRATION FEES

The registration fee must be paid to enrol in a class. The price of registration remains the same regardless of what time in the year you enrol (except in term 4 where the registration fee is reduced) and registration lasts until the end of the calendar year. The registration fee is payable each year and covers insurance and membership of Hobart PCYC Gymnastics Club, Gymnastics Tasmania and Gymnastics Australia.

## FEE PAYMENTS

- Term fees must be paid in full in the first 2 weeks of term for all new and existing members.
- Once a gymnast attends the first lesson of a term, (excluding trial lessons for new members) **they have enrolled for the full term and acknowledge that full term fees are therefore due.** Even if gymnasts have not paid and quit gymnastics in week 2, they will still be liable for a full terms fee
- If outstanding fees are not paid to the satisfaction of the administrator, the club reserves the right to cancel the enrolment of the gymnast for subsequent terms until appropriate payments have been made. Should an error occur, term fees will be corrected as soon as practical after the error is detected.

## MISSED CLASSES

Any classes missed due to illness, injury, cancelled classes or personal holidays may be made-up by booking in for a make-up class in an equivalent class provided that we have been notified by phone or email prior to or on the day. There is a maximum of 3 make up classes, all make-up classes must be done in the same term as the missed class and all make-up classes must be booked in. If you know your child will miss the last week in a term, please plan ahead as you may do a make-up for this class in the second or third last week, but you may not do a make-up class the next term. If for unexpected circumstances (e.g. illness) your child misses the last week of a term and you wish to book in for a make-up class in the following term, you will need to apply in writing to the Head Coach. Make-up classes from term 4 cannot be made-up the following year. Gymnasts may not use holiday programs as make up classes unless the gymnast is enrolled in all available classes as offered by the club.

## CREDITS AND REFUNDS

- Credits and refunds are not available for missed classes except in exceptional circumstances and at the discretion of the committee.
- Credit or refunds are not given for unexplained absences or if gymnasts decide they longer want to do gymnastics. **If full term fees are not paid at the time of cancelling, parents will still be charged for full term fees.**
- Credit may be given if a gymnast is absent for less than 2 weeks but unable to return to their full training schedule as a result of injury/illness for more than 2 weeks. This is at the discretion of the head coach and administration.
- If a gymnast will be away for 4 consecutive weeks or more within the term, (Family overseas holiday for example), credit may be given at the discretion of Management provided application is made in writing at least 1 month prior to the absence, If approved, a 20% holding fee of the usual weekly fees will be charged to hold your child's position in that class / classes.

# COMMUNICATION BETWEEN HOBART PCYC GYMNASTICS CLUB AND MEMBERS

## NEWSLETTERS AND NOTICES

Newsletters will be emailed on the first Wednesday of each month to the nominated address on the enrolment form. Hard Copies are available from reception and PDF copies will be placed on our website.

## COMMUNICATING WITH COACHING STAFF

For the safety of all of our athletes, please do not distract or talk to your child, coaching staff or other gymnasts during training sessions or at competitions. Your child is in the care of their coach from the commencement of, and until discharge from, their training session or competition. Line-up is an important aspect of gymnast's training, so please do not request gymnasts to leave prior to line up. No parent is to enter the training floor or to remain in the gym during training. Any day-to-day messages are to be relayed to the Office staff who will convey the message to the gymnast's coach.

- In the event of an emergency, please advise or phone Office staff who will inform coaching staff.
- While every attempt is made to give the gymnast's consistency in coaching staff the club reserves the rights to change coaching staff without notification.

## GRIEVANCE PROCEDURES

- Administrative and Payment related matters: - Any payment related issues should be discussed with the Finance Manager – Kevin Parkinson. If the matter is not resolved to your satisfaction, then you may contact the Hobart PCYC Manager, Deb Hill
- Coaching related matters:- Any coaching related matters should first be discussed with the coach in question and if appropriate the Gymnastics Coordinator. Please request a suitable time out of class time with the coach. If the matter is not resolved to your satisfaction, then it should be discussed with the Club Manager. They will liaise with the coach in question and the Gymnastics Coordinator to find a resolution. If the matter is still not resolved to you satisfaction, then you may write to the Committee of Management.

- Accidents and Injuries All our Coaches have first aid training and will administer any treatment as required for the wellbeing of the gymnast. An ambulance or other medical assistance will be called for if needed. Accidents / incidents are documented as required

## GYM RULES

At Hobart PCYC Gymnastics Club, the following safety rules must be adhered to by all participants and parents/Guardians:

- No jewellery to be worn by gymnasts while training. (This includes watches, earrings, necklaces, toe rings etc.)
- Hair must be tied back, away from the face and eyes, during class.
- No loose or baggy clothing
- No shoes to be worn into the training area. (except Cheerleaders who have specialized, non-marking shoes)
- Children not participating in the class are not permitted on equipment at any time. Gymnasts must always wait on the upstairs seating or in the Gym locker room until class starts.
- No food or drink is to be taken onto the equipment or matting at any time.
- No chewing gum permitted in the Gym at any time.
- Always follow the instructions of your coach.
- Always walk around the apparatus areas while they are in use.
- Always notify administration of any changes to medical details or emergency contact details for your child/children.
- Participants who are suspected of having a contagious condition such as chicken pox, measles, conjunctivitis, head lice etc. will not be able to participate, and parents will be notified to collect them.
- Parent/Guardians or other spectators must not yell out, or interfere with the classes being conducted. If you have any concerns, please see a staff member at reception, or the head coach at the end of the class.
- No video or still photography. The flash may cause an injury and it is also against our member protection policy. During events, photography (of your child only) is permitted provided your flash is turned off.
- No Nut products permitted in the Gym. Some children are highly allergic.
- Children must not leave the building unless accompanied by a parent or Guardian.
- Your children are your responsibility when they are not training – both before and after class.

## WHAT WE DO ASK OF EVERY PARENT/CARER

- Your child arrives on time and in the correct clothing to participate in their class. It is very disruptive to a class group when a child is late and also may lead to injury if they have missed out on the correct warm-up session.

- When collecting your child after their class please park and come inside the gym to collect your child. Children are not allowed out of the gym without supervision and definitely are not allowed down the steps to wait for parents on the street.
- If they are too sick to attend a class please email or phone to inform us of their absence prior to their class. Where possible they will be able to do a makeup lesson within the same term.
- Unfortunately, due to size restrictions of the Gym we are unable to offer a parent viewing area in the Gym. Parents are welcome to come into the Gym to drop off and arrive 5 minutes before the end of class to pick up athletes but must use the viewing window upstairs if they wish to watch the duration of the class.

## COMPETITIONS

- Information will be emailed to you as soon as we know the exact times and pricing for competitions. We ask that you return these forms as quickly as possible to ensure that all entries can be processed on time. Late entries will not be accepted.
- Ensure your child arrives at the venue at the correct time given for warm-up. It is very stressful to a competitor when they are running late and this will often show in their performance on the day.
- They are to arrive in their correct Club Leotard and Club Tracksuit, with their hair neatly done.
- Our gymnasts are very keen to support each other at different competitions, with many girls turning up as a cheer squad, this is something we encourage as it promotes good sportsmanship and team spirit within the club.

## CLUB FUNDRAISING

At Hobart PCYC Gymnastics Club we host events which see many competitors and parents from other clubs visiting our gym. We also host many internal club days such as a grading day each term, our annual presentation day and sleepovers. At many of these events we like to provide a canteen full of yummy treats, drinks (and weather permitting) a BBQ.

### How you can help out at these events

- Make a donation of cakes, cookies and treats.
- Volunteer some time working in the canteen or on the BBQ.
- If you find something interesting that we could sell to gymnasts as a fundraising idea, please let us know.

If you have a business that could provide items to the gym at cost prices then this would be greatly appreciated. We are always looking for new ideas and suppliers to assist our gym.

## LOST PROPERTY

Lost Property Lost property is kept in the lost property basket and is emptied at the end of the term. All unclaimed items are donated to Lifeline. Children should clearly mark all their belongings, especially club uniforms and water bottles. Hobart PCYC Gymnastics Club does not take responsibility for private property left on the premises of the members and their families.

## MEDICAL REQUIREMENTS

The Club maintains a fully stocked medical cabinet for emergencies. Coaching staff is not able to dispense medicines (including paracetamol) without the permission of a parent or guardian. Gymnasts requiring regular medication are required to notify their coach and provide written consent from their parent or guardian.

Gymnasts who require strapping to be applied for injuries or training must supply their own strapping tape.

## FIRE AND EMERGENCY PROCEDURE

Please read the Fire and Emergency Procedure and explain it to your child.

### Procedure for Gymnasts

1. Stop all gymnastic activities
2. Follow the directions of the coach or person in charge
3. Leave the building via the nearest safe exit in a calm, orderly manner
4. Wait in the assembly area of the building for further instructions.(on the corner of Berea and Liverpool Street

### Procedure for Parents & Spectators

1. Leave the building via the nearest safe exit in a calm orderly manner.
2. Wait at the evacuation point on the corner of Berea and Liverpool St.
3. The coaching staff will take the children to the nearest exit - please do not attempt to take your own children out of the building.

## SAFETY

Hobart PCYC Gymnastics Club reserves the right to refuse or rescind a position in any group or class without a warning or counselling where a coach feels that an individual presents a risk to the safety of him/herself or others. Failure to follow instructions or act in a reasonable, sensible way may constitute such a risk. Physical or verbal abuse of a gymnast or staff member may constitute such a risk.

**Assumption of Risk:-**Like any sport of physical activity, participation in gymnastics carries an inherent risk of injury. Because many gymnastics activities require inversion (turning upside down) of the body, the sport by its nature carries a risk of head and spinal injury. This risk is greatly controlled in a supervised class with a qualified and experienced instructor. Parents should explain this risk to their children prior to accepting membership.

## GYMNAST'S CODE OF CONDUCT

- Follow the instructions of all coaches at all times.
- Respect all coaches. Back chat will not be tolerated.
- Cooperate, be courteous and respectful to all club members including staff, gymnasts and parents. Treat all others as you would like to be treated. Do not interfere with, bully or take unfair advantage of another gymnast.
- Do not swear or use derogatory language based on gender, race or impairment.
- Apply yourself properly during each training session. Train to be the best you can be. Work hard for yourself and your team.
- Abide by the rules and be a good sport.
- Be positive and encouraging to other gymnasts. Acknowledge all good skills or routines whether they are by your team mates or from other clubs.
- Attend all training sessions required for your level.
- Be punctual and organised for all training sessions. Be dressed appropriately for all training sessions.
- Never enter the training area without being invited by a coach and always leave a training area when dismissed by a coach. If you need to go to the bathroom or get a drink, ask first.
- Notify a coach immediately if you hurt yourself
- Notify your coach if you will be away (school camps, holidays).
- Use all equipment in a safe manner and report any equipment faults immediately to your coach.



- Never use a piece of equipment or try to do any skill without being instructed to do so by a coach
- Treat equipment gently. When you move equipment make sure that it is left in a position that will not damage it. Never break or pick foam.
- Mobile phones are not to be used during training sessions. In the event of an emergency, please advise Office staff or a coach who will contact your parent or guardian.
- If your parents are late picking you up, wait inside for them in the seating area in view of coaches or reception staff. If they are more than 10 minutes later than expected, please notify the Office or a coach so they may call someone for you. No gymnast is allowed to wait outside.
- Be prepared to lose sometimes. Everyone wins and loses at some time. Be a fair winner & a good loser.

## GYMNAST BEHAVIOUR MANAGEMENT POLICY

When a gymnast is in breach of the following aspects of the Gymnasts' Code of Conduct, the Behaviour Management Policy will be implemented:

- \* Repeated backchat towards coaches during training sessions.
- \* Repeated swearing or use of derogatory language.
- \* Bullying or interfering with another gymnast.
- \* Destructive behaviour towards club property, including training equipment and matting, building structure or noticeboards.
- \* Behaving in a manner that disregards the safety of themselves and other gymnasts.
- \* Using equipment when instructed not to or in a manner against the coach's instructions.
  - Should a breach of the Gymnasts' Code of Conduct arise a coach or staff member will approach the gymnast creating the problem and ask him or her to stop the behaviour.
  - If the behaviour continues, the matter will be referred to the Gymnastics Coordinator or Club Manager who will request the gymnast to cease the behaviour and if necessary, the gymnast will be instructed to take "time out."
  - If the Gymnastics Coordinator or Club Manager deems the breach warrants further action, a meeting will be arranged with the gymnast, the gymnast's parent/guardian, the gymnast's coach and if required, the Gymnastics

Coordinator or Club Manager; to address the issues raised and work on positively modifying the gymnast's behaviour.

- In the event that the gymnast's behaviour does not improve following the gymnast/parent/coach meeting, the gymnast will be suspended from the competitive program for a period of time as specified by the Club Manager.
- If on return from suspension, the gymnast's behaviour is still in breach of the Gymnasts' Code of Conduct, the gymnast's position within the Gymnastics program will be forfeited. A confidential record of any breach of the Gymnasts' Code of Conduct, together with the process & actions taken, will be recorded by the coach and/or Gymnastics Coordinator/Club Manager & filed in the gymnast's training records.

## PARENT CODE OF CONDUCT

Hobart PCYC Gymnastics Club supports Gymnastics Australia's recommendations in regards to Parent Code of Conduct which are outlined below:

- When your child has entered the floor they are under the direction of the coach. Please refrain from attracting their attention until they have been dismissed at the end of the class. Gymnastics requires concentration and focus. Any distractions may increase the chance of injury.
- In the event of an emergency, please advise or phone Office staff who will inform your child's coach.
- Keep the viewing area as clean as possible. Remove your rubbish from the seating area and use the bins provided.
- Label all clothing and equipment. Check the lost property basket regularly.
- Ensure your child's punctuality to all training sessions. Please also ensure your child is promptly collected by a parent/guardian at the completion of training.
- Please come into the club to collect your child after class. Children will be instructed to wait inside in the seated area within view of the canteen convener or coach.
- If you wish to speak to a coach, make an appointment via email [hpcycgymnasticsclub@gmail.com](mailto:hpcycgymnasticsclub@gmail.com). Coaches are not to be distracted from any class they are coaching or are about to coach.
- Notify the Office if you need to remove your child from class early or if your child will be absent from training due to school camps, illness, and holidays.
- Encourage children to participate if they are interested. If they are not, do not force. Remember, children are involved in sport for their enjoyment, not yours.
- Encourage children to play by the rules.
- Do not swear or use derogatory language based on gender, race or impairment.

# COACH CODE OF CONDUCT

- Abide by the Gymnastics Australia Coaches' Code of Ethics.
- Ensure physical contact with athletes is appropriate and necessary for the athletes' skill development – ensure spotting is used only to facilitate learning or safe performance
- Encourage, by example, the removal of any form of personal abuse or inappropriate discrimination • refrain from verbal, physical or emotional abuse • refrain from any form of sexual harassment towards athletes and colleagues • refrain from using the influence of a coaching position to encourage inappropriate intimacy between coach and athlete • refrain from any discriminatory practices on the basis of race, religion, ethnic background, or special ability/disability of athletes
- Refrain from being alone with any gymnast ~ ensure two responsible adults are present at all times if left to care for a gymnast.
- Be alert to any forms of abuse towards athletes from other sources whilst they are in your care
- Arrive ready for work no later than 15 minutes prior to the commencement of your lesson.
- Commence classes on time.
- Inspect the apparatus prior to using it. Report any breakages or unsafe equipment to the Facilities and Equipment Coordinator.
- Prepare lesson plans for all classes
- Prepare progress reports (new in 2016)
- Changes to the program training timetable must be approved through the office. Parents must be notified as soon as possible, in writing, of any and all changes.
- All coaches must wear their uniform while coaching.
- Coaches must adopt an active work posture during classes. Coaches should remain alert and focus on their gymnasts ensuring safety is maintained at all times.
- Refrain from leaving the training area whilst gymnasts are on the apparatus. Keep an eye on the gymnasts at all times. Safety is our number one priority.
- Develop respect and pride in the club and its facilities and members. Speak courteously to all other members, keep the club clean and put away all excess equipment when not in use.