

## CLUB RULES

All Eclipse Gymnastics participants and members must abide by the following guidelines in addition to the club's code of conduct and other policies that the club adopts.

- Please ensure that gymnasts are supervised whilst waiting until the class begins.
- We ask that all children go to the toilet before the session begins. British Gymnastics Child Protection Policy states that coaches are not to accompany a child to the toilet area, therefore, if your child is not able to use the toilet unaccompanied, please remain on the premises.
- Be aware you are in a public Leisure center; hence members of the public may also be using the toilets / changing rooms. We highly recommend gymnast arrive already wearing their required uniform.
- Gymnasts are not allowed on any equipment without supervision or instruction of a coach
- We operate an open philosophy and welcome support of parents. Because of health and safety issues we only allow parents/guardians to view our gymnastic sessions. We will always monitor and challenge unknown spectators.
- Please always inform a coach at the start of the session if a gymnast is feeling ill or have an injury.
- Gymnasts, who do not listen to the coach or misbehave during a session, will be asked to sit out for a period. This is for the gymnast's own safety as well as the safety of the other participants. Parents will be notified if appropriate.
- If you have a question that cannot be answered quickly or need to speak to the head coach with any lengthy concerns, please try not to disrupt the smooth running of the session and either speak to the head coach at the end of the session or ideally call or email out of session times.
- Please ensure that any child who is not a gymnast is kept under control whilst in the gym and does not approach any of the apparatus, including running on the mats, climbing on the balcony or playing on the stairways.
- All children must be delivered to / collected from the door of the gym or main foyer. Parents must be sure sessions are running.
- We do not accept any gymnast who arrive more than 10 mins late to the start of the session. If no parent is in attendance they will be required to sit and wait.
- Late collection of your child – please see separate sheet

### **Action taken by Eclipse Gymnastics Club in the event of the club rules / code of conduct being broken:**

- Discussion with parents/guardians about the incident and support in resolving the situation through the head coach, any other relevant coaches or welfare office
- Verbal warning from the head coach
- Second verbal warning from the head coach
- Written dismissal

# **Late Collection of Children**

**All parents must be advised that in the event that they are delayed for any reason, they must:**

- Contact the club at the earliest opportunity
- Provide clear guidance on what they wish the club to do e.g. consent for another parent to transport their child home.

## **The club must**

- Maintain a list of parent contact details and emergency numbers
- Never leave a child or young person alone unless she/he is over 16 and then only with parent's permission, if club officers are not able to wait the Pemberton Centre reception / manager will be informed and the child will wait in reception to be collected.
- Carry out appropriate assessments of situations as they arise, acknowledging that some young people aged 16 and over can go home alone if their parent is delayed

## **The club officers must not**

- Take the child home or to another location.
- Ask the child to wait in a vehicle or the club with them alone.
- Send the child home with another person without permission.

**If the parent is considered by the club as being unduly late, the Club officers should:**

- Attempt to contact the parent
- Attempt to contact the emergency contact person nominated
- If there is no reply from the emergency contact, ask the child if there is another family member who may be contacted
- Wait with the young person(s) at the club with at least one other official/coach/teacher/volunteers or parents
- Respond to any instructions received from the parent
- If no-one can be reached, contact the local police or Children's Social Care Services to enquire about the best course of action.

## **Persistent Failure to Collect a Child/Young Person on Time**

- Parents, who persistently fail to collect a child on time or have not arrived after a reasonable period of time, and have given no prior notice or informed the club they are delayed, may be failing to provide adequate care for their child.
- If the parent makes no effort to contact the club or provide reasonable explanation for the delays, the club Welfare Officer and another club officer should arrange to meet with the parent to discuss the matter.
- If there is no change the club Welfare Officer should either contact the children's team at the local Children's Social Care Services or seek advice from the BG Head of Membership or BG Safeguarding and Compliance Officer.
- If a parent arrives to collect a child and there is concern that the parent's ability to take appropriate care of the child may be impaired (e.g. the parent is considered to be under the influence of alcohol or drugs to the extent that she/he is unfit to drive, and/or take care of the child) the club should seek advice from the police or Children's Social Care Service immediately.