

## **Inverness Gymnastic Club**

### **Travel, Competition & Festivals – Code Of Conduct & Behaviour Guidelines**

Trips, travel and events allow IGC to provide gymnasts of all ages and abilities with positive and memorable experiences. The Club commits to providing safe and well organised trips and as such will undertake and provide the following:

1. Adequate risk assessment of all travel, accommodation and events in advance.
2. Appropriate ratio and qualification of supervision, coaching and welfare support
3. Adequate time and access to food, rest and hygiene amenities
4. Appropriate and adequate opportunity for participants to keep in touch with their parents and family
5. Adequate time and opportunity for all participants to raise any issues or concerns, and a commitment to listen and support.

Whether as a gymnast, coach or adult helper, the following rules and guidelines are in place and must be adhered to in order to ensure we create an environment where the Club is represented appropriately, no-one's health or safety is jeopardised and most importantly everyone has the opportunity to enjoy themselves and perform to their best.

#### **Conduct**

The following rules should be in place at all times when travelling or staying with the club.

1. You must conduct yourself at all times in a manner that is not threatening or offensive to others – use of bad language, physical or verbal aggression, bullying, or threatening behaviour towards anyone will not be tolerated.
2. You are expected to dress accordingly at all times – Club uniform when requested, at all other times you should not be wearing logos related to alcohol, adult nature or humour or anything that could be deemed offensive to others.
3. Smoking is strictly forbidden by anyone under the age of 18. Any adult who does smoke must do this away from the majority of the group and should where possible not be sporting any club logos.
4. Consumption of alcohol is strictly forbidden by anyone under the age of 18. Any adult who does choose to drink should do with consideration for others and at a time that is appropriate to do so. Just as you would with driving – it is essential to consider responsibilities the following day – coaching, performing, driving etc.
5. Anyone who is travelling to an event with the club or staying with the club should never leave a venue without the prior permission of a group leader.
6. When staying in a hotel, hostel or provided accommodation you are asked to be considerate to your team mates and other residents – noise should be kept to a minimum and you should refrain from moving between rooms etc late at night.
7. Participating in illegal activity may result in your dismissal from the club and we may be required to involve the police. Where legislation, and age restrictions differ, we will always defer to those in use at home in the UK
8. Any inappropriate behaviour or poor conduct could result in dismissal from the club or restriction on attending future events. Anyone under 18 will have their parents informed.
9. It is essential that you listen to the group leader and coaches to ensure you know what is expected of you at any point through a trip.

#### **Emergency or Medical Provision & Child Protection**

1. Please ensure the club records are up to date with any relevant medical conditions and any medication you are taking.
2. For all participants under the age of 18, the trip welfare officer / leader will carry any medication required, dispensing and recording its use as agreed with parents beforehand. This includes painkillers, antihistamines and other “over the counter”, as well as all prescribed medications.
3. Group leader or qualified coaches will take charge of any emergency situation – if this involves a someone who is travelling without a parent or guardian they will inform you as soon as viably possible – please be aware that medical decisions may have to be made immediately in which case you will be contacted as soon as possible afterwards. The health and wellbeing of the individual will always take first priority.
4. Should any situation or incident occur that causes serious disruption to an event, trip or travel arrangements a plan of action will be immediately drawn up between the group leader, coaches, committee members and relevant emergency or public services. If required a line of communication will be set up to keep everyone updated on a regular basis – again the health and welfare of all participants will take priority.
5. Every trip shall have a Child Protection Representative to ensure all guidelines for safety and welfare are adhered to and to be available and approachable for any concerns or issues during the duration of the trip.