Rising Phoenix Gymnastics Club (RPG) believes in the importance of an encouraging, enjoyable and professional workplace. This Code of Conduct is to protect the Club, Staff, Volunteers and all its members.

| **CONTACTS** | |
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| Club Email | risingphoenixgymnastics@outlook.com |
| Welfare Officers | risingphoenixwelfare@outlook.com |

All Guardians of our members are asked to:

* Encourage your child to learn and follow the rules of the club
* Discourage challenging/arguing with Staff, Volunteers, Officials and other members in the club.
* Encourage your child to recognise good performance, not just results.
* Set a good example of Sportsmanship and applauding good performance of all members.
* Encourage your child’s participation in sport without force.
* Ensure your child is appropriately dressed and ready for participation including a drink.
* Keep the club informed if your child is ill or unable to attend any sessions.
* Keep the club informed of any changes to yours or your child’s details and medical information.
* Ensure all fees for training/competitions are paid the correct amount and by the correct date (1st of each month).
* Accept the Staff/Volunteers/Officials decisions and/or request a discussion in an appropriate manner by contacting [risingphoenixgymnastics@outlook.com](mailto:risingphoenixgymnastics@outlook.com) to book a face-to-face meeting.
  + Participation in meetings
    - Staff/Volunteers: meetings may involve more than one staff/volunteer member and/or Welfare Officer depending on what the meeting is regarding.
    - Guardians: You are more than welcome to bring another adult to any meeting for support if you feel it is needed.
    - Appointments can be arranged by contacting the club outside of session times at an agreed time by both parties.
* Ensure good communication is kept between yourself and RPG.
* Express Grievances and Complaints following RPG’s procedure – contacting our Welfare Officer Lauren Parker: lauren.parker85@hotmail.co.uk
* Please do not post unfavourable, personal, or disrespectful comments regarding gymnasts, coaches, club personnel, the club or any other club on any public social media networks.
* Please use correct and proper language at all times – no swearing or derogatory terms.
* Never punish or belittle a child for poor performance or making mistakes.
* Always collect your child promptly at the end of each session.
* Should you wish to use the viewing area, do not cause any distraction to any gymnast or coach from the viewing area.
  + Should you need to communicate with your child please speak to the coaches at an appropriate time.
  + In case of an emergency please gain the attention of the staff in a safe and considerate way.
* Support your child’s involvement and help them to enjoy their sport
* When attending events please adhere to the photography rules and regulations set out by the organisers.
* Share any concerns or complaints about any aspect of the club through the approved channels (see compliments/complaints procedure)
  + ‘Gym Hopping’ can be described as contacting another club to seek advice or a trial for your child whilst they are still part of RPG. We ask if any concerns with the club are raised before contacting any other club.
* Common Courtesy Clause – if attending the club for a trial with your child from another club we hold the right to inform their original club out of common courtesy for other clubs.

**Any breach to this code of conduct will be dealt with in accordance with our disciplinary procedure.**

**Guardians/Visitors/Spectators Signature:**

**Date:**