

Code of Ethical Conduct Policy



INTRODUCTION

Mission: Hutt Valley Gymnastics Club (HVG) encourages all athletes, coaches, and employees, to strive to succeed in their goals, while providing a supportive environment to do so.

This Policy should be read in conjunction with Gymnastics New Zealand's Safeguarding and Child Protection Policy, Code of Behaviour and Massaging and Stretching Gymnasts Policy.

This Policy should also be read in conjunction with HVG's Club Values Policy.

DEFINITIONS

Code of Conduct

A set of rules outlining the norms, rules, and responsibilities or proper practices of an individual party or an organisation. The purpose of this Code is to ensure a safe and positive environment (within Hutt Valley Gymnastics programs, activities, and events) by making Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with Hutt Valley Gymnastics core values. Hutt Valley Gymnastics supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect and fairness.

Individuals

Individuals employed by, or engaged in activities with Hutt Valley Gymnastics including, but not limited to, registered Individuals, athletes, coaches, convenors, judges, officials, volunteers, managers, administrators, office staff, committee members, parents or guardians, and Directors and Officers of Hutt Valley Gymnastics.

INDIVIDUALS INVOLVED WITH HVG WILL:

- Embrace and demonstrate the HVG Club Values: Best Effort, Got Your Back and Go for It.
- Treat others how they would like to be treated.
- Maintain and enhance the dignity and self-esteem of HVG members and other individuals by:
 - Demonstrating respect to individuals.
 - Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct.
 - Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory.
 - Consistently treating individuals fairly and reasonably.
 - Ensuring adherence to the rules of the sport and the spirit of those rules.

- Refrain and protect Individuals from any behaviour that constitutes harassment and abuse, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading, or malicious. Types of behaviour that constitute harassment include, but are not limited to:
 - Written, verbal or emotional abuse, threats, or outbursts.
 - Use inoffensive language, taking into account the audience being addressed.
 - Control your temper. Verbal abuse including being overly critical is not permitted.
 - Persistent unwelcome remarks, jokes, comments, innuendo, or taunts.
 - Leering or other suggestive or obscene gestures ie. condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions.
 - Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing.
 - Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect the HVG environment.
 - Unwelcome sexual flirtations, advances, requests, or invitations.
 - Physical or sexual assault.
- Behaviours such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment
Respect Judges/Officials decisions, question through the correct lines of communication.
- Follow the advice of medical practitioners (physiotherapist, doctor, etc) in determining when and how an injured gymnast is fit to participate at HVG.
- Use of the equipment is strictly forbidden without the proper supervision of a qualified HVG coach. Unless participating in a class, all spectators must remain in the spectator's viewing area.
- Remember that children participate for fun, and enjoyment and that winning/achieving awards is only part of their motivation. Effort and resilience are what should be praised.
- Refrain from being alone with any athlete. Always ensure two responsible adults are always present if left to care for an athlete.
- Act in accordance with HVG's policies and procedures and, when applicable, additional rules as outlined by coaches or managers.

COACHES INVOLVED WITH HVG WILL:

- Understand and respect the inherent power imbalance that exists in the coach-athlete relationship and must be extremely careful not to abuse it, consciously or unconsciously.
- Remain appropriately qualified for the level of athletes under their instruction (e.g., First aid, Gymnastics NZ qualifications).
- Seek continual improvement through ongoing education, and other personal and professional development opportunities.
- Seek advice and assistance from professionals when additional expertise is required.
- Be professional and accept responsibility for your actions.
- Coaches must adopt an active work posture during classes. Coaches should remain alert and focus on their athletes' ensuring safety is maintained at all times. Continually remain in the training area whilst athletes are on the apparatus.

- Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes.
- Ensure equipment is appropriately set-up and is in good working order. Report any issues with equipment promptly.
- Actively minimise risks to athletes' safety e.g., Providing matting, spotting.
- Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes.
- Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments.
- Support the coaching staff of a training camp, provincial team, or national team; should an athlete qualify for participation with one of these programs.
- Accept and promote athletes' personal goals and refer athletes to other coaches and sports specialists as appropriate.
- Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete.
- Act in the best interest of the athlete's development as a whole person.
- Report to HVG any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance.
- Ensure that all reportable events are recorded on an Incident Report Form, and those reports are submitted to the Programme Manager.
- Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol and/or tobacco.
- Respect athletes in other groups and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', unless after first receiving approval from the coaches who are responsible for the athletes.
- Not engage in a sexual relationship with an athlete under 18 years old, or an intimate or sexual relationship with an athlete over the age of 18 if the coach is in a position of power, trust, or authority over the athlete.
- Recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights.
- Dress professionally, neatly, and inoffensively.
- Wear HVG uniform with pride.
- Have read and be aware of the Massaging and Stretching Athletes Policy by Gymnastics New Zealand.
- Ensure equipment is put back at the end of rotations and/or end of the session.
- Be aware of the role of the coach as an educator. As well as imparting knowledge and skills, promote desirable personal and social behaviours.

ADMINISTRATION STAFF INVOLVED WITH HVG WILL:

- Treat people with a positive, friendly, and supportive attitude.
- Dress professionally, neatly, and inoffensively.

ATHLETES INVOLVED WITH HVG WILL:

- Have positive attitude toward training and be coach-able.
- Come to training appropriately nourished, well rested, and prepared including water, snacks, clothing, and extra personal items required such as handguards and tape.
- Participate and appear on-time and prepared to participate to their best abilities in all competitions, practices, training sessions, try-outs, tournaments, and events.
- Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete; or in the case of carded athletes, interfere with the athlete's ability to fulfil requirements under the Athlete Assistance Program.
- Act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other athletes, officials, coaches, or spectators.
- Adhere to HVG's rules and requirements regarding clothing and equipment.
 - Treat equipment with respect and notify a coach if equipment is damaged or unsafe to use.
 - Wear HVG uniform with pride.
 - Dress to represent the sport and themselves well and with professionalism.
 - At competitions wear the full HVG uniform.
 - When training wear appropriate comfortable training attire (T-shirt, tank top, shorts, trackpants, tights and leotards are ideal).
 - Ensure long hair is tied up.
 - No jewellery except medic alert bracelets should be worn. Small stud earrings are acceptable.

PARENTS/GUARDIANS INVOLVED WITH HVG WILL:

- Drop off your on-time or early with supervision, please also be on time pick-up your child.
- Ensure athletes are prepared for training: Nutrition and Sleep along with gear required clothing, drink bottle and special equipment (Handguards, Tape, etc).
- Ensure your athlete understands their responsibilities under this code of conduct.
- Provide positive comments that motivate and encourage participants' continued effort.
- Respect the decisions and judgments of officials and encourage athletes to do the same.
- Respect and show appreciation to all competitors, and to the coaches, officials, and other volunteers.
- Help their child to develop listening skills and autonomy by observing the following: addressing your child during a class is not allowed and please keep conversations in a low voice in the viewing areas.

CONSEQUENCES

If any person is found to be in breach of this Code of Conduct, they may be asked to leave the premises immediately.

The Committee will determine the next course of action following the *Discipline and Complaints Policy*. This will include an investigation, review of the event, and determine the best outcome to address and resolve the inappropriate behaviour.

INFLUENCED BY THE FOLLOWING

In the collaborative preparation of this policy the following documents were considered, and many phrases have been taken directly from these documents:

https://www.gymnastics.sport/publicdir/rules/files/en_Code%20of%20Conduct%202019.pdf

<https://www.gymnasticsnz.com/wp-content/uploads/2021/01/Gymnastics-New-Zealand-Code-of-Behaviour-final-25Jan21-wip.pdf>

https://www.gymnasticsnz.com/wp-content/uploads/2016/07/gymsports_nz_message_stretching_athlete_policy_-_july_2012.pdf

<https://www.gymnasticsnz.com/wp-content/uploads/2021/01/1-Gymnastics-NZ-Safeguarding-and-Child-Protection-Policy-final-for-board-25.01.21.pdf>

<https://www.gymnasticsontario.ca/wp-content/uploads/2018/09/GO-Policy-Manual-Code-of-Conduct.pdf>

http://www.fundygymnastics.com/wpimages/wp538bbbf1_06.png

<http://www.gladstonegymnastics.org.au/wp-content/uploads/2019/07/Coaches-Code-of-Conduct.pdf>

https://www.gymnastics.org.au/images/national/About_Us/By_laws_Policies_Tech_Regs/Member_Protection_Policy_0219.pdf#page=29 Gymnastics Australia Member Protection Policy is very detailed and a great resource.

MOTION: This policy was reviewed and adopted by the Hutt Valley Gymnastics Club Committee on 27th July 2023. It is scheduled to be reviewed biannually.