

POLICIES AND PROCEDURES



CODE OF CONDUCT FOR PARENTS & GUARDIANS - UPDATED 01/03/2021

As a condition of membership to Little Springers Gymnastics, parents/guardians should fulfil the following to the best of their ability:

- Aim for their child to arrive five minutes before the planned start time of their session. Parents/guardians should also ensure that their child has been signed in by one of our coaches upon arrival.
- Children under secondary school age must not make their own way to and from sessions/events. Children under secondary school age must be both dropped off and collected with a parent/guardian present.
- Parents/guardians should tell the coach who is dismissing gymnasts at the end of the session who they are waiting for one parent/guardian at a time. Parents/guardians should wait until their child is called before asking the child to leave the building themselves, this is so that our coaches can ensure each child is accounted for.
- Should you be unable to collect your child at the specified end time, advance notice should be communicated to the coach signing gymnasts in at the start of the class. If a parent/guardian is running late a message can be sent to coaches via email or Facebook to explain the reasons and update coaches.
- Our coaches will use the contact number on your child's LoveAdmin account with us to contact parent/guardians if are not there to collect after 10 minutes.
- Parents/guardians should ensure their contact number and emergency details are kept up to date on their online forms via LoveAdmin.
- Persistent failure to bring a child to sessions or collect on time may result in a meeting with the club.
- Parents/guardians should support the development and aspirations of their children within the club.
- Should parents/guardians struggle to be able to support their child within the club they are encouraged to contact the club outlining their difficulties.
- Parents/guardians must respect the qualification of their child(ren)'s coach and not attempt to intervene in the learning process unless there is reasonable concern for safety or welfare.
- Parents/guardians are encouraged to drop off and collect at the end of their child's session. We offer a free taster session for children to try one of our classes to see if they enjoy it before contacting you to see if they would like to join the club. Parents/guardians can watch their child enter the gym and start their taster class; however, we do then ask that you politely leave and collect at the end of the session. We provide separate opportunities throughout the year for those that wish to perform e.g., our annual events, performance workshops and our Spring+ performance team.
- Club monthly membership fees must be paid on time for your child to attend their sessions with us.
 - Club policies must be read and agreed to as a condition of membership.
 - Children should be encouraged to read and understand club rules.
 - Parents/carers must take responsibility for the behaviour of their children with our Code of Conduct for Gymnasts needing to be always followed.
- All complaints should be formed per the guidance in the Complaints Policy.
- Grievances related to the club, of any nature, should not be communicated publicly/on social networks.