



Code of Conduct

The primary goal of our Code of Conduct is to ensure that all participants in this club demonstrate appropriate behaviour. This Code applies to everyone involved in the club—committee members, administrators, coaches, officials (judges), gymnasts, and parents/caregivers. It is applicable “anytime, anywhere,” including during training, club meetings, competitions, away trips, events organised or sanctioned by the club (or GNZ), and on social media platforms (e.g., Facebook). The Code also covers any conduct that could bring our club or the sport into disrepute.

Responsibilities of the Elements Rhythmic Gymnastics Inc. Committee:

- Abide by the Elements Incorporated Society rules (see Elements Incorporated Society Rules).
- Promote our Code of Conduct to all members of the club.
- Foster an environment that enhances the self-esteem and confidence of children and staff, contributing to healthy minds and bodies.
- Model and always promote appropriate standards of behaviour.
- Respond promptly, fairly, and confidentially to breaches or complaints (refer to the [Complaints Procedure](#))
- Review the Code of Conduct as necessary.
- Seek advice and, if appropriate, refer serious issues to Gymnastics New Zealand.

Responsibilities of All Club Members:

- Comply with the standards of behaviour outlined in this Code.
- Treat everyone—gymnasts, coaches, parents/caregivers, volunteers—with respect at all times.
- Always prioritize the safety and welfare of children above all else.
- Be responsible and accountable for your behaviour.
- If you need to report concerns about discrimination, harassment, possible child abuse, or other inappropriate behaviour, follow the guidelines in our Complaints Procedure.

Our club is committed to opposing all forms of harassment, discrimination, and bullying, including:

- Treating or proposing to treat someone less favourably because of a particular characteristic.
- Imposing or intending to impose an unreasonable requirement, condition, or practice that disproportionately affects people with a particular characteristic.
- Engaging in any behaviour that is offensive, abusive, belittling, intimidating, or threatening—whether face-to-face, indirectly, or via communication technologies such as mobile phones and computers.

Specific forms of harassment, discrimination, and bullying are illegal, particularly those based on characteristics such as age, disability, gender, sexual orientation, pregnancy, political or religious beliefs, race, and marital status. Our club takes all claims of harassment, discrimination, bullying, and cyberbullying seriously. We encourage anyone who believes they have been targeted to raise the issue with their coach or, if that is not possible, with the committee.

Code of Conduct for Gymnasts

Note: Coaches and parents/caregivers are responsible for helping younger gymnasts understand and follow this Code.

Training Attire and Gear:

- Gymnastics begins with how you present yourself. Wear appropriate training gear: leotards (with optional shorts/top) for girls and close-fitting tops and shorts for boys. In winter, close-fitting poly prop tops and leggings are allowed. Competitive gymnasts must wear the Elements training singlet with black tight-fitting shorts/pants and the training jacket (if cold), white ankle socks, and toe socks/shoes.
- Tie your hair back and away from your face; a neat bun is advised.
- Remove watches, chewing gum, and jewellery (small stud earrings are permitted).
- Bring all necessary equipment to each session, such as weights, straps, ribbons, clubs, etc. Do not rely on others to provide these items.
- Take home or securely store personal apparatus after each session, as other groups use the venue. The club is not responsible for personal property.

Punctuality and Concentration:

- Arrive on time and gather before the start of training.
- Warm up thoroughly—perform all drills and stretches as instructed, understanding that flexibility varies among individuals and takes time to develop.

- Attend all training sessions unless otherwise arranged with your coach. Remain until training is completed unless excused for a valid reason.
- For safety reasons, food is not allowed on the carpets. Eat during designated breaks away from the carpets, or ask your coach for a snack break if needed.
- Train safely and to the best of your ability at all times. Work hard, enjoy gymnastics, and have fun.
- Communicate with your coach about any issues affecting your training, such as illness, pain, low energy, or discomfort with a coach's correction. Good communication is essential. If you have trouble talking to your coach, ask your parents to help facilitate the conversation.

Consideration for Others:

- Respect all coaches—listen to their feedback, try your hardest, and always be polite and honest.
- Support and encourage other gymnasts positively, treating others as you would like to be treated.
- Teasing or bullying will not be tolerated.
- Be a good sport by acknowledging good skills or routines, whether performed by your teammates or gymnasts from other clubs.
- Be a fair winner and a gracious loser.
- Treat others' property with care, including gym equipment, mats, and storage units. You will be held liable for replacing any damaged borrowed equipment.
- Respect coaches' privacy. Only contact coaches for gymnastics-related matters and respect their contact hours.
- Take care of gym equipment and help tidy up after sessions as requested.
- Respect the rights, dignity, and worth of fellow participants, coaches, judges, officials, and spectators.
- Respect yourself and your body by fuelling it with nutritious food, getting plenty of rest, and listening to your body's signals regarding injury or illness.
- Expect challenges, setbacks, and frustrations. Learn from them and face them with a positive attitude.
- Set goals and achieve them step by step, maintaining a positive attitude in the face of adversity.

If You Are Ill or Injured:

- Injuries don't necessarily mean you can't train. Discuss your injury with your coach; they may suggest alternate exercises that don't hinder your recovery. Always follow medical advice.

- If you're ill, rest and recovery are the priorities. If you have an infectious disease, do not come to the gym until you are no longer contagious. Cover open wounds or sores securely.
- If you feel slightly unwell (e.g., with a headache), inform your coach so they can monitor you, especially during challenging skills.

Discipline:

- Unacceptable behaviour, such as disrupting training, inappropriate language, or disrespecting coaches or gymnasts, will result in disciplinary action.
- If a coach is concerned about your behaviour, they may ask you to leave the gym floor. For serious or dangerous behaviour, your parents/caregivers may be contacted to collect you.
- Continued behavioural issues will be addressed with you and your parents/caregivers and may result in a warning system. You may be asked to leave the competitive program or club if your behaviour doesn't improve.
- In some cases, a gymnast may be asked to leave the club due to a parent's or caregiver's actions or inactions. While we aim not to penalise children for their parent's behaviour, the club will not tolerate actions that undermine its policies and values.

Code of Conduct for Parents/Caregivers

Parents and caregivers are crucial in supporting our gymnasts. Your support helps gymnasts maintain the interest and dedication required to reach their potential.

Supporting Your Gymnast:

- Focus on your child's efforts and personal achievements rather than on winning or losing.
- Never criticise or yell at your child or other children for making mistakes or not performing to their best ability.
- Help your child understand and follow the gymnast Code of Conduct.
- You are encouraged to support and enjoy your child's progress. If you wish to stay and observe the class this can be arranged by notifying the coach prior, we are limited on space so you will need to be seated on the stage if this is not being used, otherwise the kitchen area. Please remember that if you stay to observe training to respect the coaches as they train the class and do not try and engage or interrupt the class.
- Ensure your child knows how to contact you during training. Keep the club updated on any changes to contact details.
- Please pick up your child on time and support their healthy diet, especially before, during, and after training and competitions.

- Please encourage your child without placing undue pressure on them. Provide positive support after training and competitions, regardless of performance.
- Support fair play.

Supporting the Coaches:

- Respect coaches' decisions and teach your children to do the same.
- Contact the coach if your child will be absent.
- Arrange a time to talk to the coach via email or text. Only discuss matters during training if confirmed with the coach beforehand.
- Reinforce coach feedback about unacceptable behaviour and support the disciplinary process.

Supporting the Club:

- Respect everyone involved—gymnasts, coaches, judges, committee members, and other parents/caregivers.
- Pay all club subscriptions, fees, and expenses on time. Payment plans may be arranged if needed.
- Volunteer for club activities, such as working bees, fundraising, cleaning, and committee membership.
- Participate in competition duties and arrange a replacement if you cannot fulfil your assigned duty.
- Show appreciation for all gymnasts' performances and refrain from criticising others during events.

Videos and Photography:

- Photos or videos during training are not permitted to protect the privacy of other gymnasts, in line with the Child Protection Act. During competitions, follow the provided guidelines and only take photos and videos of your own gymnast, unless you have permission from other gymnasts' parents/caregivers.

Code of Conduct for Coaches

A coach's role is to develop gymnasts personally and physically, ensuring their safety and well-being while providing a safe and inclusive environment for practice.

Coach Safety:

- Ensure that equipment and facilities meet safety standards and are appropriate for the gymnasts' age and ability.
- Keep personal and club apparatus stored safely as other groups use the venue.

- Stay alert and ensure all gymnasts' safety, particularly when performing new skills.
- Follow club policies and procedures, such as attendance records and evacuation procedures.
- Listen to gymnasts' concerns and act promptly. Ensure gymnasts are safely dismissed to a parent/caregiver or an agreed alternative at the end of training.

Coach Competence:

- You must hold the necessary qualifications for your role, maintain appropriate First Aid and CPR certification, and continue professional development to stay current with coaching techniques.
- Follow GNZ's instructions for training loads, progressions, and skill adaptations.
- Keep accurate training records for each gymnast, including injury management and any support provided during training.
- Use fair, consistent, and positive methods when managing gymnasts' behaviour.

Coach Conduct:

- Treat everyone fairly and respectfully, regardless of age, gender, race, disability, sexual orientation, or religion.
- Promote a culture of fairness and safety, providing positive and constructive feedback to gymnasts.
- Establish and maintain professional boundaries with gymnasts. Avoid any actions that may be interpreted as inappropriate or harmful.
- Uphold the integrity of the sport and the club, leading by example in behaviour, dress, and language.
- Ensure that your own mental and physical well-being is cared for, as this is essential for your ability to coach effectively.

Social Media Guidelines

General Principles: Social media is a powerful tool for communication, but it also carries responsibilities. As a member of the Elements RG club, your online presence is reflected in our community. We expect all members, including gymnasts, parents, coaches, and committee members, to use social media in a way that aligns with our club's values and standards.

Be Mindful of Your Content:

- **Think Before You Post:** Consider how others perceive your posts, comments, or shares. What may seem like a harmless joke, or an offhand comment could

be misinterpreted and cause offence or harm. Before posting, ask yourself if the content reflects the positive image we strive to maintain.

- **Protect Privacy:** Do not share private or confidential information about the club, its members, or any internal matters on social media. Respect the privacy of others by not posting images or videos of gymnasts or club events without consent.
- **Avoid Negative Content:** Do not post content that could be considered negative, hurtful, or damaging to the reputation of the Elements RG club, its members, or affiliated organizations. This includes derogatory comments, unfounded accusations, and inappropriate language.
- **Represent the Club Positively:** If you mention the club, its activities, or its members in any posts, ensure that you do so in a way that upholds the values of respect, inclusivity, and sportsmanship. Celebrate achievements and milestones in a positive and supportive manner.

Interactions and Engagement:

- **Respectful Communication:** Engage in respectful and constructive dialogue when interacting with others online. Avoid getting involved in arguments or heated discussions, especially those that could escalate into negativity or conflict.
- **Be Cautious with Humour:** Humour can be subjective and easily misunderstood online. Ensure that jokes or humorous content are in good taste and unlikely to offend others.
- **Avoid Public Disputes:** If you disagree with someone within the club, do not air it on social media. Instead, address the issue privately with the person involved or bring it to the attention of the appropriate coach or committee member.

Consequences of Misuse:

- **Addressing Issues:** If content that could harm the reputation of the club, its members, or affiliated organisations is posted, the coaches or committee will address it as necessary. Depending on the severity of the situation, this may involve a discussion with the individual responsible, a request to remove the content or more serious consequences.
- **Possible Disciplinary Actions:** Repeated or serious breaches of these guidelines may result in disciplinary actions, including warnings, suspension, or even removal from the club.

Reporting Concerns:

- **Speak Up:** If you come across any social media content that you believe violates these guidelines or could harm the club's reputation, please report it to the appropriate person within the club. This could be a coach, committee

member, or designated social media coordinator. Your concerns will be handled with confidentiality and sensitivity.

Positive Social Media Practices:

- **Promote the Club:** Use your social media presence to positively promote the Elements RG club. Share updates about club events, successes, and community involvement. Encourage others to get involved and support our club's activities.
- **Inspire Others:** Share stories of personal growth, teamwork, and the benefits of gymnastics to inspire others and highlight the positive impact of our sport.
- **Stay Informed:** Follow the club's official social media channels to stay updated on news, events, and important announcements. Engage with these posts by liking, sharing, and commenting in a positive manner.

By following these guidelines, you help create a safe, supportive, and positive online environment that reflects the values of the Elements RG club and the gymnastics community.