

Welcome to Tooting Gymnastics Club



Safeguarding

Tooting Gymnastics Club is fully committed to safeguarding and promoting the well-being of all our members. The club believes it is important that members (gymnasts, coaches, volunteers, admin team and parents/carers) associated with the club, should always show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to always be open and honest and share any concerns or complaints that they may have about any aspect of the club without fear or adverse consequences.

Our Lead Welfare Officer is Jane Lacey. If you have any safeguarding concerns and you would like to speak with Jane, please contact her on **07889 575494**. If Jane is not available, then please speak to Henry Thompson on **07714 330825**. Alternatively, if you wish to speak in person to a Welfare Officer at the club, please ask for Mary Wright or Paula Trinder. If you require more information about our Welfare Officers, please email members@tootinggymclub.co.uk or visit our website, www.tootinggymclub.co.uk

Jane Lacey	Henry Thompson	Mary Wright	Paula Trinder
			

Equality and Inclusion

Tooting Gymnastics Club believes that everyone is entitled to be treated fairly and is committed to providing equal opportunities and a discrimination-free environment. We are happy to make adjustments where possible, to ensure equal access to our classes and facilities for those with disabilities and remain flexible and adaptive to enable all in our society to participate without prejudice or unnecessary barriers. You can find our statement of commitment to Equality and our Equality Policy on the TGC website, under the Equality tab.

We are also committed to ensuring we provide inclusive communications which are accessible to all and therefore offer a range of formats in which communications can be given. Details of alternative formats can be found on the TGC website. If you require one of these, or indeed additional options, please contact our admin team.

Communication - Do you need our help?

- Are you visually impaired?
- Do you have a learning impairment such as dyslexia or a learning disability?
- Do you have a low standard of literacy?
- Is English not your first language?

If “yes” to any of the above, then please let us know either by email or phone or speak with one of the admin team so we can help you.

Contact Details

	members@tootinggymclub.co.uk	Club Mobile: Club hours/Admin hours	07719 965 406
	www.tootinggymclub.co.uk	Head Coach Mobile	07703 599 558

Club Safety Rules & Code of Conduct

Parents/Carers/Visitors

Safety – please ensure:

- Your child understands the “**Club Safety Rules**” and participates within them.
- Your child is in the sports hall a **minimum of 5 minutes** before their lesson, therefore in time for registration. Please note that once your child has registered, they are not permitted to leave the sports hall until the end of the session, when they have been dismissed by their Coach. If your child is more than **15 mins late** and they miss the warm-up, they will not be able to join the class.
- Your child has been to the **toilet before** the class; if your child is **under 9yrs** they must be accompanied by their parent/carer. Therefore parents/carers of children under the age of 9yrs should remain within the sports hall to take their child to the toilet should they need to go during the session. You can nominate another parent/carer to do this, however you must inform the admin desk.
- Your child is dressed appropriately for gymnastics. More information regarding uniform can be found in “***Frequently Asked Questions***”.
- Your child’s hair is neat and tidy and tied off the face.
- **All** jewellery has been removed. **Earrings are not permitted. If they are newly pierced, they MUST be covered and please inform the admin team. Please note that some gymnastics activities will be restricted.**
- You inform the admin team or head coach **before** the beginning of the class if your child has been ill or had a recent injury.
- You keep the club informed if your child is going to be absent from their session for a week or more due to illness, injury, or other reasons.
- You inform the admin desk or head coach before the lesson if your child needs to leave early.
- Parents/carers of children over 9yrs are in the sports hall at least **5 mins before** the end of the session ready to collect your child.
- ***Secondary school aged children only (11yrs +)***: You have informed the club **in writing** if your child will be arriving or going home alone or meeting someone/parent/carer in the car park.
- Your child is dressed appropriately for leaving the leisure centre especially during cold weather, e.g. shoes and coats
- **You are considerate to other leisure centre users when entering and leaving the sports hall, especially if there are other users/clubs on Court 6.**
- You are supportive and encouraging of your child/children.

Club Safety Rules & Code of Conduct

Parents/Carers/Visitors



Conduct – please ensure:

- You and your child always use correct and proper language and ensure you are respectful to other club members and their families, our workforce, and the leisure centre workforce and their members. We do not tolerate bullying of any kind or any form of threatening behaviour, including verbal or physical abuse. Any reports of threatening behaviour will be acted upon immediately and thoroughly investigated. Any severe incidents may result in you and your child being asked to leave the club.
- Siblings, not participating in the lessons, are kept quiet and occupied.
- Gymnasts and siblings are NOT permitted to run around or do gymnastics on Court 5 (admin and seating area for the club), Court 6 or in any other part of the Leisure Centre, including the corridors.
- Ball games in the corridors are not permitted.
- Gymnastics is a learning environment and noise levels in the parent area need to reflect and respect this. If the noise level becomes a distraction and therefore unsafe, we have the right to ask you to temporarily leave the sports hall.
- Please use the bins provided for any rubbish. Spillages must be cleared up and no food wrappings or other rubbish should be left on the sports hall floor.
- For Child Protection and Safeguarding reasons, you are not permitted to photograph or film your child doing gymnastics unless you have made prior arrangements and have written consent from the Head Coach.
- Parent feedback is welcome, preferably via email or at the end of a session. Urgent concerns or questions should be addressed, in the first instance, with the Admin Desk.
- All course fees are paid within the payment period.
- If you are leaving the club for whatever reason, and no longer wish to be a member, please be kind enough to inform the admin team or send an email to members@tootinggymclub.co.uk

Club Safety Rules & Code of Conduct

GYMNASTS

Please follow our safety rules, they will help keep you safe and ensure you have fun!

Make sure you sign in at every session 	Make sure your hair is tidy and off your face 	Make sure you have removed your watch and all jewellery 	Make sure you have been to the toilet before the lesson 
Make sure you are wearing the correct uniform  No socks or shoes - bare feet only on the mats and apparatus 	If you have a verruca, you may wish to cover it with a plaster 	Make sure you wait quietly for your coach, and you keep the noise level in the gym to a minimum 	Tell your coach if you are not feeling well or have an injury 
If your grown up is late picking you up, please wait with a coach or at the admin desk until they arrive 	Leave your valuables at home or leave them with your grown up 	Only go on the apparatus when you are with your coach and told to 	Listen to your coach, stay with your group and, follow the coaches' instructions 
Be respectful to EVERYONE 	Be kind to EVERYONE 	No bullying! If you are being bullied, tell your coach 	Have Fun! If you are not having fun tell your coach 