Member Protection Policy

Table of Contents

1. Introduction.....2

2. Purpose of Our Policy.....2

3. Who Our Policy Applies To.....3

4. Extent of Our Policy.....3

5. Club Responsibilities.....3

6. Individual Responsibilities.....4

7. Protection of Children.....4

Child Protection.....4
Supervision.....6
Transportation.....6
Taking Images of Children.....6

8. Discrimination, Harassment and Bullying.....7

Discrimination.....7
Harassment.....7
Bullying.....8

9. Inclusive Practices.....9

People with a disability.....9
People from diverse cultures.....9
Sexual & Gender Identity.....9
Pregnancy.....9

10. Responding to Complaints.....10

Complaints.....10
Complaint Handling Process.....10
Disciplinary Sanctions.....11
Appeals.....11

Attachment 1.1: MEMBER PROTECTION DECLARATION.....12

Parent/Guardian Consent (in respect of a person under the age of 18 years).....12

Attachment 1.2: WORKING WITH CHILDREN CHECK REQUIREMENTS.....13

Victoria.....13
Travelling to other states or territories.....13

Attachment 2: CODES OF BEHAVIOUR.....14

PART B – CODE OF ETHICS AND CODES OF BEHAVIOUR..... 14
ATTACHMENT B1: CODE OF ETHICS..... 15
ATTACHMENT B2: CODE OF BEHAVIOUR - COACH ROLE AND RESPONSIBILITIES..... 16
ATTACHMENT B3: CODE OF BEHAVIOUR - JUDGE ROLE AND RESPONSIBILITIES.....18
ATTACHMENT B4: CODE OF BEHAVIOUR - PARTICIPANT ROLE AND RESPONSIBILITIES.....19
ATTACHMENT B5: CODE OF BEHAVIOUR – ADMINISTRATOR AND VOLUNTEERS ROLES AND RESPONSIBILITIES..... 20
ATTACHMENT B6: CODE OF BEHAVIOUR – PARENTS AND GUARDIANS ROLES AND RESPONSIBILITIES..... 21
ATTACHMENT B7: CODE OF BEHAVIOUR – SPECTATORS ROLES AND RESPONSIBILITIES..... 22
Attachment 3: REPORTING REQUIREMENTS AND DOCUMENTS.....23
RECORD OF COMPLAINT..... 23
PROCEDURE FOR HANDLING ALLEGATIONS OF CHILD ABUSE..... 25
CONFIDENTIAL RECORD OF CHILD ABUSE ALLEGATION.....28

1. Introduction

Trident Gymnastics Club Pty Ltd is a privately owned gymnastics club with the goal of providing gymnastics to the local community where it is located.

2. Purpose of Our Policy

The main objective of the Trident Gymnastics ("our", "us" or "we") Member Protection Policy ("policy") is to maintain responsible behaviour and the making of informed decisions by members and other participants in this club. It outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from discrimination, harassment and abuse. Our policy informs everyone involved in our club of his or her legal and ethical rights and responsibilities and the standards of behaviour that are expected of them. It also covers the care and protection of children participating in our club's activities.

3. Who Our Policy Applies To

This policy applies to everyone involved in the activities of our club whether they are in a paid or unpaid/voluntary capacity and including:

- club committee members, administrators and other club officials;
- coaches and assistant coaches and other personnel participating in events and activities, including camps and training sessions;
- support personnel, including managers, physiotherapists, psychologists, masseurs, sport trainers and others;
- judges and other officials;
- athletes;
- members;
- parents, guardians and other family members;
- spectators; and
- any other club attendees

4. Extent of Our Policy

Our policy covers all matters directly and indirectly related to Trident Gymnastics and its activities. In particular, the policy governs unfair selection decisions and actions, breaches of our code of behaviour and behaviour that occurs at training sessions, in the club rooms, at social events organised or sanctioned by the club (or our sport), and on away and overnight trips. It also covers private behaviour where that behaviour brings our club or sport into disrepute or there is suspicion of harm towards a child or young person.

5. Club Responsibilities

We will:

- adopt, implement and comply with this policy;
- ensure that this policy is enforceable;
- publish, distribute and promote this policy and the consequences of any breaches of this policy;;
- promote and model appropriate standards of behaviour at all times;
- deal with any complaints made under this policy in an appropriate manner;
- deal with any breaches of this policy in an appropriate manner;
- recognise and enforce any penalty imposed under this policy;
- ensure that a copy of this policy is available or accessible to all people and organisations to whom this policy applies;
- review this policy every 12-18 months; and
- seek advice from and refer serious issues to Gymnastics Victoria or Gymnastics Australia

Serious issues include unlawful behaviour that involves or could lead to significant harm and includes criminal behaviour (e.g. physical assault, sexual assault, child abuse) and any other issues that our state or national bodies request to be referred to them.

6. Individual Responsibilities

Everyone associated with our club must:

- make themselves aware of the contents of this policy;
- comply with all relevant provisions of this policy, including the standards of behaviour outlined in this policy;
- consent to the screening requirements set out in this policy, and any state or territory Working with Children checks if the person holds or applies for a role that involves regular unsupervised contact with a child or young person under the age of 18, or where otherwise required by law;
- treat other people with respect;
- always place the safety and welfare of children above other considerations;
- be responsible and accountable for their behaviour; and
- follow the guidelines outlined in this policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment, bullying or other inappropriate behaviour; and
- comply with any decisions and/or disciplinary measures imposed under this policy.

7. Protection Children

Child Protection

Trident Gymnastics is committed to the safety and wellbeing of children and young people who participate in our clubs activities or use our services. We support the rights of the child and will act at all times to ensure that a child safe environment is maintained.. We also support the rights and wellbeing of our staff and volunteers and encourage their active participation in building and maintaining a secure and safe environment for all participants.

Trident Gymnastics acknowledges the valuable contribution made by our staff, members and volunteers and we encourage their active participation in providing a safe, fair and inclusive environment for all participants.

i. Identifying and Analysing Risks of Harm

Trident Gymnastics will develop and implement a risk management strategy, which includes a review of our existing child protection practises, to determine how child-safe our organisation is and to identify any additional steps we can take to minimise and prevent the risk of harm to children because of the action of an employee, volunteer or another person.

ii. Developing Codes of Conduct for Adults and Children

We have developed and promote a code of conduct that specifies standards of conduct and care we expect of adults when they deal and interact with children, particularly those in our care. We have also implemented a code of conduct to promote appropriate behaviour between children.

The codes clearly describe professional boundaries, ethical behaviour and unacceptable behaviour. (See Attachment 2)

iii. Choosing Suitable Employees and Volunteers

Trident Gymnastics will ensure that the organisation takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children, especially those in positions that involve regular unsupervised contact with children .This may be achieved using a range of screening measures. Such measures will aim to minimise the likelihood of engaging (or retaining) people who are unsuitable to work with children.

Trident Gymnastics ensures that Working with Children Checks and criminal history assessments are conducted for employees and volunteers working with children, where an assessment is required by law. If a criminal history report is obtained as part of the screening process, Trident Gymnastics will ensure that the criminal history information is dealt with confidentially and in accordance with relevant legal requirements. (See Attachment 1.3)

iv. Support, Train, Supervise and Enhance Performance

Trident Gymnastics will ensure that all our employees and volunteers who work with children have ongoing supervision, support and training. Our goal is to develop their skills and capacity and to enhance their performance so we can maintain a child-safe environment in our club.

v. Empower and Promote the Participation of Children In Decision-Making And Service Development

Trident Gymnastics will promote the involvement and participation of children and young people in developing and maintaining a child-safe environment in our club.

vi. Report and Respond Appropriately to Suspected Abuse and Neglect

Trident Gymnastics will ensure that employees and volunteers are able to identify and respond appropriately to children at risk of harm and that they are aware of their responsibilities under state laws to make a report if they suspect on reasonable ground that a child has be, or is being, abused or neglected (See Attachment 4)

In addition to any legal obligations, if any person believes that another person or organisation bound by this policy is acting inappropriately towards a child or is in breach of this policy they may make an internal complaint.

Please refer to our complaints procedure in section 10 of this policy.
Any person who believes a child is in immediate danger or in a life threatening situation, should contact the police immediately.

Supervision

Children under the age of [18] must be supervised at all times by a responsible adult. We endeavour to provide an appropriate level of supervision at all times. If a member finds a child under the age of [18] is unsupervised, they should assume responsibility for the child's safety until the child's parent/guardian or supervisor is located.

For reasons of courtesy and safety, parents must collect their children on time. If it appears a member will be left alone with just one child at the end of any club activity, they will ask another member to stay until the child is collected.

Transportation

Parents and or guardians are responsible for organising the transportation of their children to and from club activities (e.g. training and competitions). Where we make arrangements for the transportation of children (e.g. for away competitions), we will conduct a risk assessment that includes ensuring vehicles are adequately insured, the driver has a current and appropriate licence for the vehicle being used and the appropriate safety measures are in place (e.g. fitted working seatbelts).

Taking Images of Children

Images of children can be used inappropriately or illegally. We require that members, wherever possible, obtain permission from a child's parent or guardian before taking an image of a child that is not their own. We will also make sure that the parent or guardian understands how the image will be used.

To respect people's privacy, we do not allow camera phones, videos and cameras to be used inside changing areas, showers and toilets which we control or are used in connection with our club. When using a photo of a child, we will not name or identify the child or publish personal information, such as residential address, email address or telephone number, without the consent of the child's parent or guardian. We will not provide information about a child's hobbies, interests, school or the like, as this can be used by paedophiles or other persons to "groom" a child.

We will only use images of children that are relevant to our club's activities and we will ensure that they are suitably clothed in a manner that promotes our club. We will seek permission from a child's parent or guardian before using their images.

Discrimination, Harassment and Bullying

Our club is committed to providing an environment in which people are treated fairly and equitably and that is, as far as practicable, free from all forms of discrimination, harassment and bullying.

We recognise that people may not be able to enjoy themselves or perform at their best if they are treated unfairly, discriminated against, harassed or bullied.

Discrimination

Unlawful discrimination involves the less favourable treatment of a person on the basis of one or more of the personal characteristics protected by State or Federal anti-discrimination laws.

Discrimination includes both direct and indirect discrimination:

- Direct discrimination occurs if a person treats, or proposes to treat, a person with a protected personal characteristic unfavourably because of that personal characteristic.

- Indirect discrimination occurs if a person imposes, or proposes to impose, a requirement, condition or practice that will disadvantage a person with a protected personal characteristic and that requirement, condition or practice is not reasonable.

For the purpose of determining discrimination, the offender's awareness and motive are irrelevant.

Harassment

Harassment is any unwelcome conduct, verbal or physical, that intimidates, offends or humiliates another person and which happens because a person has a certain personal characteristic protected by State or Federal anti-discrimination legislation.

The offensive behaviour does not have to take place a number of times, a single incident can constitute harassment.

Sexual harassment is one type of harassment. Sexual harassment involves unwelcome conduct, remarks or innuendo of a sexual nature. It covers a wide range of behaviours and can be verbal, written, visual or physical. Sexual harassment is not limited to members of the opposite sex.

Every person is covered by the anti-discrimination laws that apply in their State as well as the Federal anti-discrimination laws.

The following is a list of all the personal characteristics that apply throughout Australia:

- gender;
- race, colour, descent, national or ethnic origin, nationality, ethno-religious origin, immigration;
- national extraction or social origin;
- marital status, relationship status, identity of spouse or domestic partner;
- pregnancy, potential pregnancy, breastfeeding;
- family or carer responsibilities, status as a parent or carer;
- age;
- religion, religious beliefs or activities;
- political beliefs or activities;
- lawful sexual activity;
- sexual orientation and gender identity;
- profession, trade, occupation or calling;
- irrelevant criminal record, spent convictions;
- irrelevant medical record;
- member of association or organisation of employees or employers, industrial activity, trade union activity;
- physical features;
- disability, mental or physical impairment;
- defence service; and
- personal association with someone who has, or is assumed to have, any of these personal characteristics.

Legislation also prohibits:

- racial, religious, homosexual, transgender and HIV/AIDS vilification; and · victimisation resulting from a complaint.

Bullying

Trident Gymnastics is committed to providing an environment that is free from bullying. We understand that bullying has the potential to result in significant negative consequences for an individual's health and wellbeing, and we regard bullying in all forms as unacceptable at our club.

Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety. Bullying behaviour is that which a reasonable person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or group.

Whilst generally characterised by repeated behaviours, one off instances can amount to bullying.

The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:

- verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism;
- excluding or isolating a group or person;
- spreading malicious rumours; or
- psychological harassment such as intimidation.

Bullying includes cyber-bullying which occurs through the use of technology. New technologies and communication tools, such as smart phones and social networking websites, have greatly increased the potential for people to be bullied through unwanted and inappropriate comments. Trident Gymnastics will not tolerate abusive, discriminatory, intimidating or offensive statements being made online.

If any person believes they are being, or have been, bullied by another person or organisation bound by this policy, he or she may make a complaint. (Refer to Item 10 of this policy.)

Inclusive Practices

Our club is welcoming and we will seek to include members from all areas of our community.

The following are examples of some of our inclusive practices.

People with a disability

Trident Gymnastics will not discriminate against any person because they have a disability. Where it is necessary, we will make reasonable adjustments (e.g. modifications to equipment and rules) to enable participation.

People from diverse cultures

We will support, respect and encourage people from diverse cultures and religions to participate in our club and where possible we will accommodate requests for flexibility (e.g. modifications to uniforms).

Sexual & Gender Identity

All people, regardless of their sexuality or gender identity, are welcome at our club. We strive to provide a safe environment for participation and will not tolerate any form of discrimination or harassment because of a person's sexuality or gender identity.

Pregnancy

Trident Gymnastics is committed to treating pregnant women fairly and to removing any unreasonable barriers to their full participation in our club's activities. We will not tolerate any discrimination or harassment against pregnant women.

Trident Gymnastics will take reasonable care to ensure the continuing safety, health and wellbeing of pregnant women. We will advise pregnant women that there may be risks involved with their continuing participation in sport, and we will encourage them to obtain medical advice about those risks. Pregnant women should be aware that their own health and wellbeing, and that of their unborn child, is of utmost importance in their decision-making about the extent they choose to participate in our sport.

We encourage all pregnant women to talk with their medical advisers, make themselves aware of the facts about pregnancy in sport and ensure that they make informed decisions about their participation in our sport. Pregnant women should make these decisions themselves, in consultation with their medical advisers and in discussion with Trident Gymnastics. We will only require pregnant women to sign a disclaimer in relation to their participation in our sport whilst they are pregnant if all other participants are required to sign one in similar circumstances. We will not require women to undertake a pregnancy test.

If a pregnant woman believes she is being, or has been, harassed or discriminated against by another person bound by this policy, she may make a complaint (see section 10).

Responding to Complaints

Complaints

Our club takes all complaints about bad behaviour seriously. Our club will handle complaints based on the principles of procedural fairness, and ensure:

- all complaints will be taken seriously;
- the person making the complaint (complainant) will be given full details of what is being alleged against them and have the opportunity to respond to those allegations;
- irrelevant matters will not be taken into account;
- decisions will be unbiased; and
- any penalties imposed will be reasonable.

More serious complaints may be escalated to Gymnastics Victoria or Gymnastics Australia

If the complaint relates to suspected child abuse, sexual assault or other criminal activity, then our club may need to report the behaviour to the police and/or relevant government authority.

Complaint Handling Process

When a complaint is received by our club, the person receiving the complaint (e.g. Director, Operations Manager, Member Protection Information Officer) will:

- listen carefully and ask questions to understand the nature and extent of the concern;
- ask what the complainant how they would like their concern to be resolved and if they need any support;
- explain the different options available to help resolve the complainant's concern;
- inform the relevant government authorities and/or police, if required by law to do so; and
- where possible and appropriate, maintain confidentiality but not necessarily anonymity.

Once the complainant decides on their preferred option for resolution, the club will assist, where appropriate and necessary, with the resolution process. This may involve:

- supporting the person complaining to talk to the person being complained about;
- bringing all the people involved in the complaint together to talk objectively through the problem (this could include external mediation);
- gathering more information (e.g. from other people that may have seen the behaviour);
- seeking advice from our district, regional, state and/or national body or from an external agency (e.g. State Department of Sport or anti-discrimination agency);
- referring the complaint to Gymnastics Victoria or Gymnastics Australia; and/or
- referring the complainant to an external agency such as a community mediation centre, police or anti-discrimination agency.

In situations where a complaint is referred to Gymnastics Victoria or Gymnastics Australia and an investigation is conducted, the club will:

- cooperate fully with the investigation;
- where applicable, ensure the complainant is not placed in an unsupervised situation with the respondent(s); and
- act on Gymnastics Victoria's or Gymnastics Australia's recommendations.

At any stage of the process, a person can seek advice from an anti-discrimination commission or other external agency and, if the matter is within their jurisdiction, may lodge a complaint with the anti-discrimination commission or other external agency.

Disciplinary Sanctions

Our club may take disciplinary action against anyone found to have breached our policy or made false and malicious allegations. Any disciplinary measure imposed under our policy must:

- be applied consistent with any contractual and employment rules and requirements;
- be fair and reasonable;
- be based on the evidence and information presented and the seriousness of the breach; and
- be determined by our constituent documents, by Laws and the rules of the game.

Possible sanctions that may be taken include:

- a direction that the individual make verbal and/or written apology;
- counselling of the individual to address behaviour;
- withdrawal of any awards, placings, records, achievements bestowed in any tournaments, activities or events held or sanctioned by our club;
- suspension or termination of membership, participation or engagement in a role or activity;
- de-registration of accreditation for a period of time or permanently;
- a fine; or
- any other form of discipline that our club considers reasonable and appropriate.

Appeals

The complainant or respondent may be entitled to lodge an appeal against a decision made in relation to a complaint (including a decision where disciplinary sanctions are imposed by our club) to Gymnastics Victoria or Gymnastics Australia. Appeals must be based on any right of appeal provided for in the relevant constituent documents, rules, regulations or by laws.

Attachment 1.1: MEMBER PROTECTION DECLARATION

Trident Gymnastics has a duty of care to all those associated with our club and to the individuals and organisations to whom this policy applies. As a requirement of our Member Protection Policy, we must enquire into the background of those who undertake any work, coaching or regular unsupervised contact with people under the age of 18 years.

I …….. (name) of …….

…….. (address) born ……/……/……

sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence.
4. To my knowledge there is no other matter that the club may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
5. I will notify the Club immediately upon becoming aware that any of the matters set out in clauses 1 to 4 above has changed.

Declared in the S*tate/Territory of*
……. on
……../……./…….(date) Signature
…….

Parent/Guardian Consent (in respect of a person under the age of 18 years)
I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every particular.

Name:……..……

Signature:……

Date: ……. …….

Attachment 1.2:
WORKING WITH CHILDREN CHECK REQUIREMENTS

Working with Children Checks aim to create a child-safe environment and to protect children and young people involved in our sport from physical and sexual harm.

They assess the suitability of people to work with children and young people and can involve:

- criminal history checks;
- signed declarations;
- referee checks; and
- other relevant background checks to assess a person's suitability to work with children and young people.

Working with Children Check requirements vary across Australia. Fact Sheets for each state and territory are available on the Play by the Rules website: www.playbytherules.net

Detailed information, including the forms required to complete a Working with Children Check, are available from the relevant agencies in each state and territory. For Victoria:

Victoria

Contact the Department of Justice
Website: www.workingwithchildren.vic.gov.au
Phone: 1300 652 879

Travelling to other states or territories

It is important to remember that when travelling to other states or territories, representatives of sporting organisations must comply with the legislative requirements of that particular state or territory.

In certain jurisdictions, temporary, time limited exemptions from working with children checks may be available for interstate visitors with a Working with Children Check in their home state.

The laws providing interstate exemptions are not consistent across Australia.

If an employee or volunteer for your club is travelling interstate to do work that would normally require a working for children check, you will need to check the relevant requirements of that state or territory.

Attachment 2: CODES OF BEHAVIOUR

PART B – CODE OF ETHICS AND CODES OF BEHAVIOUR

Trident Gymnastics strives to provide a safe, fair and inclusive environment for everyone involved in our organisation and in gymnastics.

This includes providing everyone involved in our organisation and in our sport including Children with a positive and enriching sporting environment that promotes their participation and development in the sport. TRIDENT is committed to safeguarding everyone involved in our organisation and in our sport and ensuring that all Participants and Members feel and are safe.

Trident requires certain standards of behaviour by all persons involved in our organisation and in our sport. These codes of behaviour are underpinned by the following core values:
(a) To act within the rules and spirit of our sport;
(b) To display respect and courtesy towards everyone involved in our sport and prevent Discrimination and Harassment;
(c) To prioritise the safety and well-being of Children involved in our sport;
(d) To report any behaviour that is a breach of this code to help prevent the Abuse of Children in our sport;
(e) To encourage and support opportunities for participation in all aspects of our sport.

Trident has developed an over-arching Code of Ethics, (Attachment B1), that all Members and all persons bound by this policy are expected to adhere to.

Trident has also developed a series of Codes of Behaviours, (Attachments B2 – B8), detailing the roles and responsibilities of the various sections of our membership:
(a) Coaches
(b) Judges
(c) Participants
(d) Administrators and Volunteers
(e) Directors
(f) Parents/Guardian and (g) Spectators.

Trident has taken additional steps to ensure that its personnel strive for the highest possible standards with respect to safeguarding Children from Abuse by developing further Codes of Behaviour to identify behaviours to ensure the safeguarding of Children. These Codes of Behaviour can be found at Attachment H of the Child Safe Policy and must be read in conjunction with this policy.

Trident considers a failure to observe any of these Codes as misconduct and may take appropriate disciplinary action under this policy. In addition to any internal disciplinary proceedings, Trident

Gymnastics will report to the police all instances in which a breach of the law has or may have occurred.

ATTACHMENT B1: CODE OF ETHICS

Members or a person required to comply with this policy must meet the following requirements in regard to their conduct during any activity held or sanctioned by Trident Gymnastics, GV or an Affiliated Club and in any role, you hold within Trident Gymnastics, GV or an Affiliated Club:

a) Respect the rights, dignity and worth of others;
b) Conduct themselves in line with Trident's values;
c) Be fair, considerate and honest in all dealings with others;
d) Be professional in, and accept responsibility for, their actions;
e) Make a commitment to providing quality service;
f) Maintain a duty of care (and follow any safety guidelines) to others involved in Triden t(where a duty of care applies)
g) Be aware of, and maintain an uncompromising adhesion to Trident and GV's standards, rules, regulations and policies including this policy and the Child Safe Policy;
(h) Establish and maintain an environment that is safe for the conduct of activities for Children;
(i) Operate within the rules of the sport including national and international guidelines that govern Trident, GV and the Affiliated Clubs;
(j) Show concern and caution towards others who may be sick or injured;
(k) Show concern for the health, safety and welfare of members and participants;
(l) Give all people equal opportunities to participate;
(m) Be a positive role model, demonstrating a high degree of individual responsibility (especially when dealing with children), understanding that their words and actions are an example;
(n) Wear their uniform, accreditation and identification card/pass/badge while involved in delivering gymnastic services or as required (such as when representing Trident at designated functions)
(o) Understand the repercussions if they breach, or are aware of any breaches of, this Code of Ethics;
(p) Do not shame, humiliate, oppress, belittle, harass or degrade any person, particularly children;
(q) Do not unlawfully discriminate against any person, especially children, because of culture, race, ethnicity or disability;
(r) Do not engage in any activity with a Participant that is likely to harm them;
(s) Do not do anything that brings Trident Gymnastics or GV or the sport of gymnastics into disrepute or engage in conduct that is unbecoming
(t) Do not use your involvement with Trident to promote your own beliefs, behaviours or practices where these are inconsistent with those of Trident;

(u) Do not supply alcohol or drugs (including tobacco) to Children participating in gymnastic events, services or programs; and (v) While on duty, do not:

(i) use, possess or be under the influence of an illegal drug;
(ii) use or be under the influence of alcohol;
(iii) be incapacitated by any other legal drug such as prescription or over-the counter drugs.

ATTACHMENT B2: CODE OF BEHAVIOUR - COACH ROLE AND RESPONSIBILITIES

In addition to adhering to and following all procedures contained within Trident's Code of Ethics (Attachment B1) that is applicable to all people bound by this policy, this specific Code of Behaviour has been developed for Coaches.

All Coaches must meet the following requirements in regard to your conduct during any activity held or sanctioned by Trident or an Affiliated Club and in your role as a Coach appointed by Trident.

This Code of Behaviour should be read in conjunction with the Codes of Behaviour related to Children that can be found in Attachment H of the Child Safe Policy.

All Coaches must:

4.1 Abide by the rules of Trident as set forth in its Policies and By-Laws:

(a) accept any judgments made; and
(b) use the established procedures for challenging a competitive result, contesting a team selection decision, complaining about the conduct ofanother Member, or attempting to change policy of Trident.

4.2 Direct their observations and recommendations regarding all aspects of gymnastics to the appropriate persons for the betterment of the sport:

(a) be constructive with criticisms and direct comments and observations to the relevant individuals and organisations, to avoid gossip, innuendo and malicious comment; and
(b) respect the efforts of appointed and elected representatives of Trident.

4.3 Represent themselves and their coaching status in an honest and professional manner, without bringing the coaching profession or Trident into disrepute:

(a) use their accreditation status and Technical Membership to represent their ability in an honest manner, not to gain unwarranted favours; and
(b) extend professional courtesy to other coaches, Participants and their parents by keeping them informed in matters relevant to Participant's training programs.

4.4 Exercise a standard of care consistent with their competence and obligations as a coach:

(a) coach within the limits of their competence as a coach;

(b) provide planned and sequential training programs based on the individua developmental needs of Participants;
(c) modify the training program for injured Participants based on appropriate medical advice when required; and Member Protection Policy Version 12 30
(d) ensure that rules, equipment, length of games and training schedules are modified to suit the age, ability and maturity level of Participants.

4.5 Provide a quality service to Participants and to the sport:
(a) maintain or improve their current National Coaching Accreditation scheme level;
(b) seek continual improvement through performance appraisal and ongoing coach education;
(c) honour the responsibilities given to a coach by keeping all relevant qualifications up to date; and
(d) work to ensure Participants' time spent with them is a positive experience; (e) follow the high-performance direction of the national Head Coach or equivalent where required; and
(f) provide quality supervision and instruction for Child Participants.

4.6 Promote and assist in the development of the coaching profession
(a) assist others to develop good attitudes, skills and knowledge relating to the sport; and
(b) promote and assist in the education of other coaches

4.7 Put Participants' welfare first; making decisions based on the best interests of your Participants' sporting, education and vocational careers:
(a) acknowledge the individual talents and potential of Participants;
(b) ensure Participants and their parents/guardians are informed of their real level of ability and are not given a false impression of their level of current ability or potential;
(c) provide positive reinforcement and constructive comments rather than use of negative feedback;
(d) maintain a balanced emphasis of sporting involvement within educational and career objectives; and
(e) remember that people participate for their enjoyment and benefit. Do not overemphasise Awards.

4.8 Show leadership, and support efforts to remove the abuse of drugs in sport:
(a) abide by the regulations of the relevant national and international sporting and government bodies; and
(b) respect the health and dignity of Participants to compete on the basis of their abilities; within the rules of the sport of gymnastics.

Member Protection Policy Version 12 31

ATTACHMENT B3:
CODE OF BEHAVIOUR - JUDGE ROLE AND RESPONSIBILITIES

In addition to adhering to and following all procedures contained within Trident Gymnastics' Code of Ethics Attachment B1) that is applicable to all people bound by this policy, this specific Code of Behaviour has been developed for Judges.

All Judges must meet the following requirements in regard to their conduct during any activity held or sanctioned by Trident or an Affiliated Club and in their role as a Judge appointed by GV or an Affiliated Club.

This Code of Behaviour should be read in conjunction with the Codes of Behaviour related to Children that can be found in Attachment H of the Child Safe Policy.

In order to present a professional image and to judge objectively and accurately, all judges should: (a) understand and abide by the Judge's Oath;

(b) be fully conversant with the International Gymnastics Federation Code of Points and/or any other published rules and regulations pertaining to the standard of gymnastics being judged;
(c) actively maintain technical knowledge through ongoing review of the Code of Points, technical publications, videos and gym floor participation;
(d) attend all pre-competition judge's meetings;
(e) dress in a tidy fashion benefiting the status and image of a judge;
(f) be punctual for all official events; and
(g) be prepared to counsel athletes and coaches regarding the athlete's performance after competitions

5.1 When travelling with a team:

(a) report any significant outcomes from the pre-competition meetings to the team coach;
(b) be available to attend training sessions to advise on judging matters;
(c) emphasise the spirit of the sport rather than the errors;
(d) compliment and encourage all competitors;
(e) be accountable for one's own judging performance; and (f) be a current Technical Member of GV.

5.2 At competitions:

(a) be prepared for the competition by having all personal judging equipment and accessories readily available and by being conversant with the apparatus and exercises;
(b) be co-operative with competition organisers, floor managers, announcers and head judges; (c) be quick and accurate in determining scores;

(d) be co-operative in judges' conferences and assist the head judge to arrive at the final score; (e) be prepared to justify scores in a judge's conference; and (f) be consistent, objective and courteous at all times.

ATTACHMENT B4:
CODE OF BEHAVIOUR - PARTICIPANT ROLE AND RESPONSIBILITIES

In addition to adhering to and following all procedures contained within Trident Gymnastics' Code of Ethics (Attachment B1) that is applicable to all people bound by this policy, this specific Code of Behaviour has been developed for Participants.

This Code of Behaviour should be read in conjunction with the Codes of Behaviour related to Children that can be found in Attachment H of the Child Safe Policy.

All Participants must meet the following requirements in regard to their conduct during any activity held or sanctioned by Trident, GV, or an Affiliated Club.

(a) do not initiate or tolerate acts of aggression;
(b) respect the talent, potential and development of fellow Participants;
(c) care for and respect the equipment provided to you as part of your program/activity;
(d) be frank and honest with their coach concerning illness and injury and your ability to train fully within the program requirements;
(e) conduct yourself in a professional manner relating to language, temper and punctuality;
(f) maintain high personal behaviour standards at all times;
(g) abide by the rules and respect the decisions of the official, making all appeals through the formal process and respecting the final decision;
(h) be honest in their attitude and preparation to training;
(i) work equally hard for yourself and your team; and
(j) cooperate with coaches and staff in the development of programs to adequately prepare you for competition at the highest level.

ATTACHMENT B5: CODE OF BEHAVIOUR – ADMINISTRATOR AND VOLUNTEERS ROLES AND RESPONSIBILITIES

In addition to adhering to and following all procedures contained within Trident Gymnastics' Code of Ethics (Attachment B1) that is applicable to all people bound by this policy, this specific Code of Behaviour has been developed for paid administrators and volunteers.

All administrators and volunteers must meet the following requirements in regard to their conduct during any activity held or sanctioned by Trident, GV or an Affiliated Club and in your role as a paid administrator or volunteer official of Trident.

This Code of Behaviour should be read in conjunction with the Codes of Behaviour related to Children that can be found in Attachment H of the Child Safe Policy.

All paid administrators and volunteers must meet the following requirements:

(a) adopt a collaborative and consultative approach to planning, leadership, management, administration and decision making

(b) create accessible pathways for people to participate in sport, not just as an Participant but as a coach, judge, administrator or any other role;
(c) ensure that rules, equipment, length of activities and training schedules are modified to suit the age, ability and maturity level of participants;
(d) ensure an environment that provides quality supervision and instruction for Child Participants;
(e) remember that people participate for their enjoyment and benefit. Do not overemphasise Awards;
(f) help coaches and officials highlight appropriate behaviour and skill development and help improve the standards of coaching and judging;
(g) ensure that all involved in the sport emphasise fair play, not winning at all costs;
(h) support implementation of all policies and procedures of Trident and GV
(i) make it clear that any breach of this policy including Abuse, Bullying or Harassment is unacceptable and may result in disciplinary action.

ATTACHMENT B6: CODE OF BEHAVIOUR – PARENTS AND GUARDIANS ROLES AND RESPONSIBILITIES

In addition to adhering to and following all procedures contained within Trident Gymnastics Code of Ethics (attachment B1) that is applicable to all people bound by this policy, this specific Code of Behaviour has been developed for parents and guardians.

All parents and guardians must meet the following requirements in regard to their conduct during any activity held or sanctioned by GV, Trident or an Affiliated Club and in their role as a parent or guardian of any Member or Participant.

This Code of Behaviour should be read in conjunction with the Codes of Behaviour related to Children that can be found in Attachment H of the Child Safe Policy.

As a parent or guardian of a Participant you must meet the following requirements in regard to their conduct during any activity or event:

(a) remember that their Child participates in sport for the Child's own enjoyment, not that of the parent or guardian;
(b) focus on their Child's efforts, participation and enjoyment rather than winning or losing;
(c) never ridicule or yell at their child or any other Children for making a mistake or losing a competition;
(d) show appreciation for good performance by all Participants (including opposing Participants);
(e) show appreciation and respect for volunteers, coaches, judges and administrators; respect officials' decisions and teach Children to do likewise;
(f) respect Trident administrators and abide by their decisions; and
(g) allow fellow parents the respect they deserve in their viewing of or involvement in their Child's participation.

ATTACHMENT B7: CODE OF BEHAVIOUR – SPECTATORS ROLES AND RESPONSIBILITIES

In addition to adhering to and following all procedures contained within Trident Gymnastics' Code of Ethics (Attachment B1) that is applicable to all people bound by this policy, this specific Code of Behaviour has been developed for spectators.

This Code of Behaviour should be read in conjunction with the Codes of Behaviour related to Children that can be found in Attachment H of the Child Safe Policy.

All Spectators must meet the following requirements in regard to their conduct during any activity held or sanctioned by GV or an Affiliated Club:

(a) focus on the Participants' efforts and performance rather than winning or losing;
(b) never ridicule or yell at Participants for making a mistake or not winning a competition; (c) show appreciation for good performance by all participants (including opposing Participants);
(d) respect officials' decisions and teach others to do likewise;
(e) show appreciation and respect for volunteers, coaches, judges and administrators;
(f) (f) review the photographic policy for the appropriate event, Affiliated Club or GV before taking photos or videos of participants; and
(g) allow fellow spectators the respect they deserve in their viewing of the class/event