

**Safety of Gymnasts, Coaches and Members of the Public at Alton Gymnastics Club.**

The implications of this policy are effective immediately.

**1. Gymnast safety when Rigging and De-rigging the gymnasium.**

1.1 Gymnasts should not enter the gymnastics training area until all large equipment including bars, beams and vaults are securely in place.

1.2 Gymnasts should be supervised during the moving of gymnastics equipment and apparatus.

1.3 Gymnasts are only to be involved in the following activities:

1.3a Moving of small items of equipment:

Gymnasts of an appropriate age and size who have been properly instructed and are supervised may move the following:

- Floor level beams (at least 2 people)
- Box tops (at least 2 people)
- Spring boards (at least 2 people)
- Safety mats/coaching blocks
- Small landing modules (2m by 3m size) (at least 2 people)
- Trampoline (at least 2 people)
- Junior equipment including soft play items and remedial equipment
- Hand held apparatus and containers in which these are kept

1.3b Floor area

Gymnasts may clear the floor area of small items of equipment that has been used during the session according to the list and precautions outlined in 1.3a.

The moving and replacing of individual floor mats should be carried out only as follows:

- Minimum of 2 gymnasts per mat.

1.3c Roll Mats: Gymnasts should not lift mats that are rolled up, but may roll them to move them.

Gymnasts may turn, roll and unroll mats under supervision.

1.3d Beams may not be moved by gymnasts or helpers under the age of 18.

1.3e Vaulting horses may not be moved by gymnasts or helpers under the age of 18.

1.3f Asymmetric Bars may not be erected dismantled or moved by gymnasts or helpers under the age of 18. Before the second (bottom) bar is removed, all gymnasts must be a safe distance away from the bars by being on the floor area or outside the training area.

1.3g Inflatable air floors may be moved by groups of gymnasts under supervision.

## **2. Gymnast Safety During Training**

### **2.1 Condition and arrangement of equipment**

Coaches and gymnasts should ensure that sufficient and appropriate matting is provided for the activities of the gymnasts under their control.

Coaches should check the equipment for safety prior to starting, regardless of whether another group of gymnasts has already been performing on the same equipment.

Safety matting should not be removed from set -ups where gymnasts are working without prior consent from the coach in control of the gymnasts working on that apparatus.

New set ups (those not previously used in our gym) must be agreed safe by the coach intending to use the set up and the Director of Gymnastics and Coaching.

Gymnasts must practice only the skills that they have been instructed to on the set up provided. If gymnasts require a different set up, they must ask the coach to help them to set this up.

### **2.2 Coaching and Supervision**

Gymnasts should be supervised at all times whilst using the apparatus.

A Level 2 (or above) Coach to gymnast ratio of 1:16 must not be exceeded. For each Assistant Coach, and additional 8 gymnasts are allowed.

Coaches should ensure that they place themselves in a position that allows them to view all of the gymnasts under their control.

A Gymnastics class or training session cannot take place/continue unless a fully qualified Coach is present (Level 2 or above in the appropriate discipline).

Gymnasts should not perform new skills on apparatus including the Floor and tumble without close supervision and/or spotting or without the appropriate preparation having been given prior to the attempt.

Gymnasts may not use the Trampette for somersault practice without a coach to spot them on landing.

Both gymnast and coach must be clear on which skill is being performed particularly in the case that the coach is required to spot or support the skill.

Coaches should be aware that coaching a complete move where the full weight of the gymnast is taken by the coach during the move is not always the best practice for gymnast or coach. Coaches should be prepared to move the gymnast back to a previous preparation if full support is consistently being required.

As part of our child protection policy, coaches are not permitted to accompany individual Gymnasts to the toilet or changing facilities at the Alton Sports Centre. Alton Gymnastics Club cannot take responsibility for the condition of, or events that may occur in the toilet or changing facilities at the Alton Sports Centre when children leave the gym hall to use them, however, if a gymnast is gone for a length of time that is a cause for concern, an older gymnast may be sent to check on him/her or two coaches may attend the facility together.

### 2.3 Behaviour of Gymnasts

Gymnasts must adhere to the Club rules and policies with regard to their dress and conduct.

Gymnasts must not be allowed to run in the gym except as instructed as part of their training.

Gymnasts must not walk across any landing areas when the associated equipment is in use. This includes bars and beam landing areas.

Gymnasts must not use any equipment without the express permission of a coach who agrees to supervise them.

Gymnasts should not indulge in rowdy or distracting behaviour.

Gymnasts should not use the equipment for anything other than what the coach has instructed or their program dictates.

Gymnasts should not perform skills whilst eating or drinking.

Coaches are expected to take reasonable steps to ensure the behaviour of gymnasts is kept within the following guidelines by pointing out and identifying risks and reprimanding any unacceptable behaviour.

### 2.4 Health of gymnasts

It is the parents and gymnasts responsibility to alert the coaches to any injuries or illnesses that may affect their training.

If a gymnast is showing signs of illness or complains of an injury, they should stop training until the coach is satisfied that it is safe for them to continue.

Gymnasts should not train when they are in pain or feel unwell, particularly in the case of:

- Pain in the torso
- Nausea or feeling sick
- Breathing problems such as an asthma attack

In the case of an injury occurring in the gym, the appropriate guidelines for treatment and reporting must be followed carefully.

Any signs of illness or reported injury during training should be recorded in the Clubs incident book and include the outcome (eg gymnast felt unwell and sat out during one activity but then felt better and joined in with the rest of the class).

Gymnasts should be encouraged to drink regularly and often. The best way to ensure this is to send them to have drink before each time you move to another piece of apparatus or begin a new activity.

Gymnasts are mostly children who do not understand unless we teach them the possible implications that certain activities may have on their immediate and future health. It is our responsibility as coaches and parents to ensure that these children are given correct and sound instruction that will more likely result in a more perfect physical and psychological outcome than if they had not taken part in gymnastics, rather than the other way around.

## 2.5 Training and rehabilitation of injured gymnasts

In the case that a gymnast has sustained a serious\* injury, either in or outside of the gym, the proper procedures must be followed with regard to his/her return to training.

Depending on the severity and location of the injury, it may be possible for the gymnast to continue with some aspects of their training (e.g. conditioning other parts of the body) during the healing stage. Express written permission and the advice of a medical or health professional should be sought before the gymnast re-commences training of any kind.

A full risk assessment must be carried out which should be read, understood and signed by all parties, including the gymnast, coaches and parents. This risk assessment can be updated as the gymnast progresses with his/her recovery.

Coaches, parents and the gymnast are required to adhere to the conditions and guidelines set out in the risk assessment. The gymnast and his/her parents are responsible for ensuring the any physiotherapy appointments are kept and that any advice / exercise programs for rehabilitation are followed and where necessary communicated to the coach.

Resumption of full training may only occur with the express written consent of a physiotherapist or consultant who has been dealing with the gymnasts injury and after

a full physical assessment has been conducted by the Clubs Director of Gymnastics and Coaching.

Re-introduction to full training should and must be gradual, with the gymnast beginning on the basic elements before progressing to the stage at which he/she had reached prior to injury.

\*Serious injury refers to: broken bones, ligaments or tendons or high grade sprains.

## 2.6 Photography/video imaging during training

In order to comply with the Clubs Child Protection policy, cameras and video cameras are not allowed to be used either in the gym or from the balcony unless they have been registered at the Alton Sports Centre Reception and been given express permission by the Director of Gymnastics and Coaching at Alton Gymnastics Club.

Flash photography is not to be used during training at any point, due to the distracting affect it may have on Gymnasts from Alton Gymnastics Club and Alton Trampoline Club who share the hall during some training sessions. If flash photography must be used, (e.g. for publicity shots), all gymnastics activity must cease for the duration of the photograph and the coaches at Alton Trampoline Club must be advised in advance.

Photography and video may be used by coaches during training for analytical purposes.

## 2.7 Risk assessment for Participation in Gymnastics

A full risk assessment has been carried out on the risks involved in participation in Gymnastics at Alton Gymnastics Club. All coaches are supplied with a full copy of this risk assessment and must adhere to the measures of prevention/minimisation set out therein. A summary of the risk assessment is available to all members and parents on the club website and a full copy can also be viewed on request.

## 3. Safety of Coaches at Alton Gymnastics Club

### 3.1 Risk Assesment

All Coaches and assistants are required to read the risk assessment which outlines the do's and don'ts with regard to their own physical safety. This risk assessment can be tailored for an individual where necessary but the basics remain the same.

### 3.2 Responsibility to self and others

Coaches are responsible for their own safety with regard to safe conduct and practice in the gym. Coaches also have a responsibility toward each other and to all gymnasts and members in the gym.

### 3.3 Code of Conduct

In order to promote the safety of the gymnasts themselves and to uphold the values of the club, Coaches should abide by the code of conduct for coaches and officials.

### 3.4 Safe Coaching Practice

In order to ensure that gymnasts at Alton benefit from the highest possible care in their gymnastics training, coaches should apply their Coach training when working with gymnasts. In addition to this, the club has many guidelines and information documents that can be accessed in order to help coaches ensure the safety of gymnasts and prevent injury.

### 3.5 Keeping up to date

Coaches at Alton Gymnastics Club are required to maintain their coaching qualification by updating as and when required by British Gymnastics. This is a requirement in order to ensure that coaches keep abreast of current coaching practice and any new developments within the sport. It is essential that if coaches do not actively keep up to date with the current trends and safety advice, that they listen and respect those who do.

## **4. Safety of other members of the public in relation to Alton Gymnastics Club.**

### 4.1 Entering the Main Hall when the gym is set up / being set up

No members of the public should enter the gymnastics area during a gymnastics training session or during the rigging of the gym unless invited. Parents or individuals who volunteer to assist with the set up of the gym (apart from Sports Centre Staff) must be registered as Club Associate members with BG and must be in possession of a clear CRB enhanced Disclosure.

Should parents or members of the public wish to speak to a coach or gymnast, they may not come into the training area to do so.

Parents and other members of the public may only speak to the coaches outside the hall, by the entrance or by approaching the desk before or after a training session.

These restrictions are to be made clear using signs on the doors and in the relevant Codes of Conduct which are presented to members/parents on registration, available on the website and/or displayed on the Clubs Notice board.

## 5. Risk Assessments

Risk assessments have been carried out with regard the activities of Alton Gymnastics Club at Alton Sports Centre. These risk assessments are available for staff, parents, gymnasts and members of the public to view.

- Risk assessment for Participation in Gymnastics.
- Risk assessment for Coaching Gymnastics
- Risk assessment for Parents / Siblings and Members of the General Public.
- Risk assessment with regard the viewing balcony at the Alton Sports Centre.