

Photography/ videography policy September 2023

Written by Harlie Shelton – to be reviewed in September 2026.

The photography of gymnastics activities should always be done in a way which safeguards gymnasts, respects rights to privacy, complies with the relevant Data Protection legislation, and serves to present the sport positively.

This policy outlines Tiger Gymnastics Academy approach to photography of gymnastics within the Club:

- Before taking any photographs or video footage, consideration is made to ensure the safeguarding of all gymnasts
- Every member of Tiger Gymnastics Academy is provided with the option to provide/not provide consent for photos/videos to be taken and published by the Club
- This data is held against each member's individual information with the Club; and every member has the right to change their mind at any point
- Members who decide to provide written consent for photos and videos to be taken will understand that the club will only use them for training, coaching or publicity purposes only
- Before taking any photos/videos on behalf of the Club, Tiger Gymnastics Academy ensures that those individuals who will feature in the images are informed/ asked in advance – and relevant consents gained
- No personal information of children, other than the name of the subject and the name of the Club, is published with the images
- Significant care is taken to ensure that images are not published where there is a legal or safeguarding reason not to
- Images taken by the Club are stored on encrypted devices and are frequently reviewed and deleted in accordance with the Club's Privacy & Data Protection Policy
- Live streaming of images or video is not permitted at Tiger Gymnastics Academy. The taking of photos/videos throughout sessions is strictly prohibited. Further details in relation to this can be found in the Club's Viewing Policy.

Behaviour policy September 2023

Written by Harlie Shelton – to be reviewed in September 2026.

As a gymnastics club, it is our aim to establish high standards for behaviour to foster a supportive atmosphere. Every gymnast Tiger Gymnastics Academy has a responsibility to behave in a respectful manner towards others, including the staff and coaches. Disciplinary steps will be taken in response to any unacceptable behaviour.

Examples of unacceptable and disruptive behaviour:

- Interference with the learning of others
- Aggression towards another gymnast, coach, or member of staff
- Bullying, taunting, making fun of someone or intentionally excluding someone
- Deliberately refusing to participate in an activity given by a coach without good reason
- Negative or inappropriate behaviour on social media platforms
- Gossiping about other members
- “Naming and shaming” Tiger Gymnastics Academy by participation in anti-social behaviour including swearing and violent behaviours, whilst wearing Tiger Gymnastics Academy merchandise or representing Tiger Gymnastics Academy

When determining disciplinary actions, maturity as well as social, emotional, and physical health will be considered. Along with the frequency of the misbehaviour.

Disciplinary actions will:

- Be thoughtful, consistent, and fair
- Seek to prevent reoccurrences
- Will aim to be restorative practices – use approaches to help rebuild relationships, inspire positive changes, resolve difficulties, and repair harm where there has been conflict.

For documentation purposes, our designated welfare officer (Harlie Shelton) will receive a record of each incident.

Parent Responsibilities and Etiquette

- To be respectful of all other gymnasts, parents, coaches, and staff.
- Will refrain from making negative comments about other gymnasts, parents, coaches, and staff.
- Will refrain from distracting or coaching from the side lines / viewing areas (at the gym or competitions).
- Parents are not allowed into the practice area unless invited by a coach.
- Parents will also act responsibly, sensibly, and courteously always during events and competitions.

Dress Code Policy September 2023

Written by Harlie Shelton – to be reviewed in September 2026.

Tiger Gymnastics Academy hold a responsibility to safeguard all participants and coaches. The Dress Code should be adhered to during all sessions and events. However, sensitivity to religious convictions regarding dress will be demonstrated. IGA does not authorise or condone unsafe clothing and consequently the wearing of unsafe clothing may invalidate your child's insurance.

Suitable clothing includes:

- Tiger Gymnastics academy Leotard (girls) or Tiger Gymnastics Academy t-shirts and shorts (boys/girls)
- T-shirt and shorts or jogging bottoms (for warm-up)
- Tracksuit (for warm-up)
- NO socks or slippery foot covering
- NO buckles or clasps
- NO watches, jewellery, or other body piercings
- Long hair must be tied back from the face, neatly and securely.

Children will not be permitted to participate if wearing any clothing which limits their freedom of movement or opposes a health and safety risk to themselves and others. Examples of unsafe clothing include jeans, hoodies and dresses/ skirts.

Jewellery and body piercings are inappropriate for safe practice in gymnastics. A person with body piercings or jewellery must inform the coach and remove the relevant items to reduce the risk of injury to the participant, the coach and others. Failure to do so will prohibit the individual's participation on the grounds of reasonable safety. Failure to comply with the policy may render the individual's insurance invalid should an accident result from non-compliance with this policy.

Tiger Gymnastics Academy follow IGA's jewellery in sport policy – please follow the link below.

[IGA-Jewellery-in-Sport.pdf \(independentgymnastics.com\)](https://independentgymnastics.com/IGA-Jewellery-in-Sport.pdf)

Class and Training Expectations September 2023

Written by Harlie Shelton – to be reviewed in September 2026.

- Gymnasts must wear suitable clothing at training sessions in line with the Dress Code Policy. Long hair must be tied back securely and no jewellery (including earrings) or watches may be worn.
- Gymnasts must bring plenty to drink to each session.
- Members and parents must always behave appropriately in line with the Academy's Behaviour Policy.
- Gymnasts must be delivered to and collected from training sessions on time. All gymnasts should be delivered to and collected from designated entrance and not expected to wait outside the venue.
- If a child is going to be absent, being collected by someone who does not normally pick them up, or they will be collected late, the club **MUST** be informed.
- As the children will only be in the gym for a limited period of time, phones will not be needed and therefore children are strongly advised not to bring them.
- Please ensure no valuables are left in the gym. The Club is not responsible for loss of any valuables.
- Gymnasts need to be responsible for their personal belongings; these should be kept in a gym bag and taken home after each session, i.e.: handguards, wristbands, tape, etc
- Gymnasts must not use any of the apparatus unless a qualified coach is present.
- No smoking is permitted anywhere on the premises.
- Members should treat all equipment with respect.
- All members should inform the coach in charge, of any illness or injury at the start of each session.
- Gymnasts must not eat or chew gum within the gym.

Fees and Membership Policy September 2023

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FEES

Fees are due on demand and are non-refundable. Failure to pay fees within the allocated time frame will result in loss of a child's place in the class. Fees are due in full within 10 days of the invoice being sent, failure to pay within 10 days will result in a £15.00 late payment charge. However, failure to pay by the terms start date (noted on the invoice) will result in your child's space being allocated to someone on our waiting list.

Details of how to pay are printed on the invoice, please note fees are payable by bank transfer or cash. Cash should be in an envelope with child's name and class written on the front and handed directly to the coach at the entrance.

Current class fees:

Trial/ taster session (one off payment) @ £7

Saturday – Tiger Cubs recreational session @ £7 per hour (payment will be made termly in full)

MEMBERSHIP

All members require IGA (Independent Gymnastics Association) membership which includes insurance – provided by Bluefin Sport. The membership year runs from 1st October – 30th September. This membership needs to be renewed every year via the website.

You will directly pay this to IGA and upon payment we receive an email to confirm your cover. If you have not registered and paid for your membership upon your first non-trial session, your child will NOT be able to take part in their class.

Viewing Policy September 2023

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Holy trinity (Marlow) venue:

Due to the school's policy and limited waiting area, parents will be unable to stay and view their child's session. Because of this at the end of each term TGA will offer a viewing session. This is when parents will be invited to come in and watch their children in action, the dates will be listed on the invoice at the start of each term. During viewing lessons parents are required to always stay in the gym, no parents are permitted to wonder around the school.

The drop off and pick up point will be at the double doors allocated at the front of the building in the car park. A coach will be there to let the children in and out of the building at the allocated times of classes. The coach will wait at the doors for 5 minutes for anyone who may be running late, if you are later than 5 minutes your child will be unable to participate.

Designated entrance and exit.



Parent/ Guardian Sign.....

Date.....

Childs Name.....

Class.....