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# **CODE OF CONDUCT: REGISTERED CLUBS**

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Version 1.1



### Version History

Version	Summary of amendments/changes	Published Date
Version 1.0	Document Created	July 2024
Version 1.1	Updated to align with 2025 membership year	July 2025

### Contact Information

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## Introduction

Registered clubs affiliated with the Independent Gymnastics Association (IGA) are accountable for maintaining standards of conduct and behaviour among their officials, staff, members, volunteers, and others associated with the club. It is the responsibility of these clubs to implement measures to oversee and manage the conduct of their members.

Clubs must ensure that individuals subject to the IGA Standards of Conduct for Coaches, Instructors, and Officials adhere to these standards, along with any other relevant IGA rules, policies, and codes. Additionally, registered clubs must provide guidance and appropriate training to their personnel to ensure they understand their obligations under these policies and conduct activities in accordance with IGA policies and associated guidance. Non-compliance with the Constitution, Regulations, and Standards of Conduct outlined may result in disciplinary measures or other actions as outlined in IGA's Complaints & Disciplinary Policy and Procedures.

## IGA Policies

IGA-affiliated clubs are obligated to adhere to the Standards of Conduct set forth by the Independent Gymnastics Association (IGA) and must also comply with all policies issued by IGA, which include, but are not limited to:

- Safeguarding Policy
- Health, Safety, and Welfare Policy and supporting documents
- Membership Rules
- Criminal Record Checks Policy and Guidelines



## Obligations

Registered Clubs under IGA shall:

- Comply with the terms of their registration with IGA as outlined in the Membership Rules.
- Comply with all IGA Policies and regulations.
- Clubs seeking affiliation with multiple organisations establish themselves as separate legal entities and register them accordingly. It is a requirement, both for organisational purposes and our included insurance, that all participants and coaches involved in activities under the “IGA Banner” are registered and hold current membership with IGA.
- Report any breaches of IGA policies promptly and not discourage others from reporting concerns. Please see and follow the **Whistleblowing policy and the Incident reporting template for clubs**.
- Challenge and not tolerate any violations of IGA Standards of Conduct, Codes, Rules, or Policies.
- Maintain high standards in club management to uphold a positive club image.
- Actively promote inclusivity and ensure equitable access in accordance with the Equality Act 2010 and **IGA’s Equality Policy**.
- Uphold ethical standards and integrity in club operations to protect the reputation of IGA and the sport of gymnastics.
- Ensure compliance with data protection laws and IGA’s Data Protection Policy and maintain confidentiality when necessary in club operations.
- Take necessary actions to ensure the Club or Association fulfills its obligations under these Standards of Conduct.





- It is the club's responsibility to regularly monitor and update its IGA JustGo portal. This includes ensuring all active members are registered, removing those no longer participating, keeping club important information current, and maintaining up-to-date staff details and credentials.
- It is the clubs responsibility to montior and maintain the compliance of its members. Ensuring they hold the correct insurance, qualifications and vetting.
- It is the club's responsibility to uphold robust health and safety practices within its centres. This includes complying with all relevant legislation, conducting regular risk assessments, maintaining safe equipment and facilities, providing adequate first aid provisions, and ensuring all staff are trained in health and safety procedures. In addition, clubs must adhere to all IGA health and safety policies and guidelines to ensure a safe environment for members, staff, and visitors.
- Maintain Clear and Transparent Communication - Ensure all communications with members, parents/guardians, and staff are clear, timely, and respectful, using appropriate and secure platforms.
- Display and Communicate Club Policies - Make key club and IGA policies (e.g. safeguarding, health and safety, equality) accessible to all members and ensure they are regularly reviewed and updated.
- Supervise Activities Appropriately- Ensure all sessions are supervised by appropriately qualified, insured, and vetted personnel, in alignment with ratios and best practice guidance.
- Encourage Responsible Use of Social Media - Monitor and guide the appropriate use of social media by coaches, staff, and members to uphold the values and reputation of the club and IGA.
- Have Clear Emergency and Evacuation Procedures - Ensure all staff are familiar with and trained on emergency response plans, including fire evacuation procedures, medical emergencies, and lockdown protocols.



- Provide Safe Recruitment Procedures - Follow safe recruitment practices, including appropriate vetting, references, and role-specific checks for all staff, volunteers, and contractors.
- Support Member Wellbeing - Proactively support the mental and physical wellbeing of all members, creating a positive environment where everyone feels safe and valued.
- Encourage open communication with parents/carers, involving them appropriately in the gymnastics journey of their child, particularly in matters of wellbeing and progress.
- Use of IGA Branding and Logo - Ensure that any use of the IGA logo, branding, or associated materials is in line with IGA's branding guidelines. The logo must only be used with permission and for purposes that accurately represent the club's affiliation with IGA.