



# Maroochy Beach Gymnastics Association Inc.

## Whole-of-Club Code of Conduct

Applies to: All members, gymnasts, parents/guardians, spectators, volunteers, staff, contractors and committee members.

This Code is designed to align with the Gymnastics Australia National Integrity Framework (developed in partnership with Sport Integrity Australia) and the corresponding Gymnastics Queensland requirements. The National Integrity Framework comprises five adopted policies: the Child Safeguarding Policy, Member Protection Policy, Complaints, Disputes and Discipline Policy, Improper Use of Drugs & Medicine Policy, and Competition Manipulation and Sports Wagering Policy. Where a matter falls under those policies or their reporting pathways, those pathways take precedence.

### 1. Purpose

This Code of Conduct sets clear expectations for behaviour across the whole club.

It exists to:

- keep people safe (especially children and young people)
- support a positive, respectful gymnastics environment
- provide consistency and fairness when behaviour issues arise
- reduce conflict, confusion and “made-it-up-on-the-fly” decisions

This is an umbrella Code. Short addendums sit underneath it to clarify expectations for specific groups (gymnasts, parents/guardians, spectators, volunteers, staff, coaches and committee).

### 2. Our shared expectations

Everyone connected with Maroochy Beach Gymnastics is expected to:

- act respectfully, safely and honestly at all times
- follow lawful and reasonable directions from authorised club officials
- treat others fairly and without discrimination
- support a child-safe and inclusive environment
- protect the reputation and integrity of the club
- comply with club policies, procedures and facility rules

Unacceptable behaviour is not excused by passion, stress or disagreement.

### 3. Zero-tolerance behaviours

The following behaviours will not be tolerated under any circumstances:

- abuse, intimidation, threats or harassment
- bullying (including online or via third parties)



- discrimination, vilification or derogatory language based on gender, race, disability, religion, sexuality or age
- physical violence or aggressive behaviour
- sexual misconduct or grooming behaviour
- victimisation and vilification
- retaliation against anyone who raises a concern in good faith
- being under the influence of drugs or alcohol while performing a club role or supervising children

These matters may result in immediate action, including removal from the facility, suspension, termination of involvement, and referral to Gymnastics Australia under the National Integrity Framework and/or Sport Integrity Australia, or to external authorities (including Queensland Police or Child Safety) where required.

#### 4. Child safety and safeguarding

Maroochy Beach Gymnastics is committed to the safety and wellbeing of all children and young people.

Everyone at the club must:

- act in the best interests of children at all times
- maintain appropriate professional boundaries
- follow supervision and access rules
- report concerns, disclosures or incidents promptly

Safeguarding matters are handled in line with the Gymnastics Australia **Child Safeguarding Policy** (part of the National Integrity Framework) and Gymnastics Queensland requirements, with local club procedures supporting those requirements. Mandatory reporting obligations under Queensland law also apply.

#### 5. Directions, access and safety rules

To keep everyone safe:

- the gym floor and equipment are accessed only with coach permission
- coaches are not to be distracted during training or competition
- safety rules, supervision requirements and emergency procedures must be followed
- mobile phone use is restricted where it creates safety or safeguarding risk
- facility rules and signage must be respected

Failure to follow safety directions may result in immediate removal from the activity or facility.

#### 6. Raising concerns, complaints and disputes

If something doesn't feel right, say something.

Concerns may relate to:

- behaviour or conduct



- safety or safeguarding
- bullying, harassment or discrimination
- breaches of this Code or other club policies

Bullying does not include legitimate and reasonable:

- management action
- management processes
- disciplinary action
- allocation of activities in compliance with agreed systems

Concerns should be raised using the club's Complaints and Grievances Procedure, which explains:

- how to raise an issue
- who receives it
- timeframes
- confidentiality and natural justice
- escalation options (including peak-body pathways)

Retaliation or victimisation against a person who raises a concern in good faith will not be tolerated.

Where a concern relates to conduct covered by the Gymnastics Australia National Integrity Framework, it may be referred to the GA National Complaints Manager or to Sport Integrity Australia. These bodies handle allegations of Prohibited Conduct under the National Integrity Framework independently of the club.

## **7. Consequences and sanctions**

Breaches of this Code may result in actions including (but not limited to):

- informal discussion or education
- formal warning
- behaviour agreement
- restricted access or conditions of participation
- suspension
- termination of membership, volunteering or employment

All decisions will:

- be proportionate and fair
- respect Gymnastics Australia / Gymnastics Queensland requirements
- align with the MBG Constitution and the Gymnastics Australia Complaints, Disputes and Discipline Policy (National Integrity Framework). Serious matters may be referred to Sport Integrity Australia for independent assessment.



## 8. Relationship to other policies

This Code works alongside:

- Complaints and Grievances Procedure
- Child Safe and Safeguarding Policy (adopted + local procedure)
- Member Protection and Inclusion Policy (adopted + local procedure)
- Volunteer Management Policy
- Employee Handbook
- Facility Rules and Club Handbook

Where there is any inconsistency, safeguarding and integrity requirements take precedence.

This Code also operates alongside the following Gymnastics Australia National Integrity Framework policies (binding on all affiliated clubs):

- Child Safeguarding Policy
- Member Protection Policy
- Complaints, Disputes and Discipline Policy
- Improper Use of Drugs & Medicine Policy
- Competition Manipulation and Sports Wagering Policy

These are available at [gymnastics.org.au/integrity/national-integrity-framework](https://gymnastics.org.au/integrity/national-integrity-framework)

## 9. Acknowledgement

All participants, members, parents/guardians, volunteers, staff, contractors and committee members are expected to be familiar with and comply with this Code of Conduct as a condition of involvement with the club.

Failure to comply may result in action under club and/or peak-body processes.



## Addendum A – Gymnasts

In addition to the Whole-of-Club Code, gymnasts are expected to:

### Respect and teamwork

- follow coach instructions at all times
- be courteous and respectful to coaches, staff, volunteers, officials and other gymnasts
- be positive and encouraging to others and show good sportsmanship
- not bully, tease, exclude, intimidate, or take unfair advantage of anyone

### Safety and readiness

- train safely and use equipment only when directed
- never attempt a skill or use equipment without coach instruction
- report injuries, concerns or unsafe situations immediately
- be punctual, prepared and appropriately dressed for training and competitions

### Boundaries and focus

- only enter training areas when invited by a coach, and leave when dismissed
- ask permission before leaving the training area (e.g. drink or toilet breaks)
- not distract coaches or other gymnasts during training
- not use mobile phones during training

### Competition and travel

- behave responsibly at competitions, during travel, at accommodation, and on outings
- respect the decisions of judges and officials
- follow competition-day instructions, including where you can be and who you can speak with

If you're unsure what's ok, ask your coach first.

If something feels wrong: tell a coach or a trusted adult and/or use the club's complaints policy.



## Addendum B – Parents and Guardians

Parents and guardians play a vital role in creating a safe, positive club culture.

In addition to the Whole-of-Club Code, parents/guardians are expected to:

### Support a safe training environment

- respect that once a gymnast is on the floor, they are under the direction of the coach
- follow supervision expectations (including for siblings and non-participating children)
- ensure children arrive on time and are collected promptly inside the building as per the clubs policy
- follow all safety directions, signage and facility rules

### Respect boundaries and reduce distraction

- not enter training areas or approach coaches/gymnasts during class unless invited
- keep noise to a minimum and phones on silent in viewing areas
- filming and photography during regular training sessions is not permitted as part of the Club's child safety, safeguarding and privacy practices
- follow the club's Privacy/Images rules and any event directions

### Communicate respectfully through the right channels

- raise questions or concerns calmly via the club's nominated pathway (not on the gym floor)
- not pressure, berate, or criticise children, coaches, officials, or volunteers
- not use social media, group chats, public forums or media engagement to escalate conflict, spread speculation, publicly air grievances, identify individuals involved in complaints, or undermine the safety, wellbeing or reputation of athletes, families, staff, volunteers or the Club
- concerns, complaints and disagreements should be raised through the Club's complaints processes or relevant peak-body pathways rather than through public or online conflict
- Be a good role model
- encourage effort, learning and enjoyment (not perfection)
- treat all families fairly and without discrimination

### Helpful reminders

- If you need to speak with a coach, use the club's appointment/channel process so classes stay safe and focused.
- If something feels wrong, use the club's complaints policy rather than trying to sort it out on the gym floor or in group chats.



## Addendum C – Spectators

Spectators are welcome and are expected to support a safe, respectful environment.

In addition to the Whole-of-Club Code, spectators are expected to:

### Respect safety boundaries

- remain in designated viewing areas
- not enter training or competition areas unless invited/authorised
- never use equipment (including during breaks)

### Respect the experience of children

- not yell instructions, criticise, or place pressure on children
- not harass, ridicule, or intimidate gymnasts, coaches, officials, or other spectators

### Keep behaviour appropriate

- keep noise reasonable and phones on silent
- follow smoke-free and alcohol rules and any event conditions
- use respectful language and behaviour at all times

### Photography and filming

- follow the club's Privacy/Images rules and any event directions
- filming and photography during regular training sessions is not permitted as part of the Club's child safety, safeguarding and privacy practices
- stop filming or taking photographs immediately if asked

Failure to comply may result in removal from the facility or event.

If something feels wrong: use the club's complaints policy and escalate immediately if there is any child safety concern.



## **Addendum D – Volunteers and Staff (non-coaching roles)**

People in official roles carry extra responsibility because children and families rely on you.

In addition to the Whole-of-Club Code, volunteers and staff are expected to:

### **Model the standards**

- act as positive role models and set the tone in words and behaviour
- treat everyone fairly and without discrimination
- avoid gossip, factional behaviour, or informal discussion of complaints or allegations outside appropriate processes

### **Maintain professional boundaries**

- keep interactions with children appropriate, observable, and in line with safeguarding expectations
- avoid favouritism, private messaging with children, or behaviour that could be interpreted as grooming
- follow supervision and access rules at all times

### **Report and escalate properly**

- report safeguarding concerns immediately and follow the required pathway
- concerns must be reported in accordance with the Gymnastics Australia Child Safeguarding Policy. Where appropriate, referral to the GA National Complaints Manager or Sport Integrity Australia is required.
- refer to the Club's complaints policy rather than handling serious issues informally
- cooperate with integrity/safeguarding processes and provide truthful information if asked

### **Act within authority**

- understand role limits and decision rights (who decides vs who does)
- protect privacy and handle information responsibly

Serious matters must be escalated through the appropriate club and/or peak-body pathways.

If something feels wrong: use the club's complaints policy and escalate immediately if there is any child safety concern.

Coaches and technical staff: You must also comply with Addendum F – Coaches.



## Addendum E – Committee

Applies to: Committee and Executive members

Committee members are expected to:

### Act in the best interests of the club

- act honestly, in good faith and for the benefit of the club as a whole
- use their position responsibly and not for personal advantage
- comply with the Constitution, policies and relevant legal obligations

### Confidentiality and collective responsibility

- maintain confidentiality regarding sensitive, personal, employment, complaints, safeguarding and legally privileged matters
- support collective decisions once made, even where views differed during discussion
- communicate respectfully and constructively regarding committee decisions, governance matters and club representatives, including on social media and other public platforms
- Concerns or disagreements should be raised through appropriate club or peak-body processes rather than through public conflict, personal attacks or online escalation.

### Conflicts of interest

- declare any actual, potential or perceived conflicts of interest
- remove themselves from discussion and decision-making where a conflict exists
- not seek or accept gifts or benefits that could influence (or be seen to influence) decisions

### Behaviour

- treat fellow committee members, staff, volunteers and members with respect
- not engage in bullying, harassment, intimidation or discriminatory behaviour
- not attend meetings or represent the club while under the influence of drugs or alcohol

If something feels wrong: use the club's complaints process and escalate immediately if there is any child safety concern.



## Addendum F – Coaches

Applies to: All paid and unpaid coaches, assistant coaches, trainee coaches and technical staff

Read with: Whole-of-Club Code of Conduct, Child Safe and Safeguarding Policy, Employee Handbook, and relevant Gymnastics Australia / Gymnastics Queensland policies.

Coaches hold a position of trust, authority and influence over gymnasts. This creates additional responsibilities beyond those that apply to members, parents or spectators.

In addition to the Whole-of-Club Code, coaches are expected to comply with the following.

### 1. Professional conduct and authority

Coaches must:

- act professionally, respectfully and consistently at all times
- use age-appropriate, constructive language
- motivate without intimidation, humiliation, threats, sarcasm or fear-based tactics
- maintain appropriate emotional control, even in high-pressure environments
- recognise and manage the inherent power imbalance between coach and athlete

Yelling, belittling, punitive or fear-based coaching is not acceptable.

### 2. Athlete welfare and duty of care

Coaches must:

- prioritise the physical and emotional wellbeing of athletes at all times
- conduct equipment and apparatus checks before each session to ensure all training areas meet safety standards
- plan training appropriate to the gymnast's age, stage, ability and health
- never pressure an athlete to train or compete while injured or unwell
- escalate injury, wellbeing or safeguarding concerns through the required pathway
- support a positive, inclusive and child-safe training environment

Performance outcomes never override safety or welfare.

### 3. Physical contact and spotting

Physical contact is permitted only when it is necessary for coaching, safety or spotting, and when it is professional and observable.

Coaches must:

- explain coaching contact where appropriate (especially with younger athletes)
- avoid unnecessary, prolonged or private contact
- respect athlete comfort and boundaries
- use only designated staff amenities and facilities at all times

- not enter athlete change rooms, locker rooms or athlete designed bathrooms under any circumstances
- stop immediately if an athlete appears uncomfortable or asks to stop

Any behaviour that could reasonably be interpreted as inappropriate is prohibited.

#### 4. Boundaries and communication

Coaches must maintain clear professional boundaries. This includes:

- no private or secret communication with gymnasts
- no direct messaging with minors outside approved club platforms
- no one-on-one situations that are unobservable or unnecessary
- no transport of gymnasts alone in a private vehicle without prior written consent from a parent or guardian and approval from club management
- no favouritism, gifts or special treatment that blurs boundaries

Communication with parents must:

- occur through approved club channels
- not take place on the gym floor except for immediate safety matters
- remain respectful, factual and professional

#### 5. Online behaviour, photography & filming

Coaches must:

- not use personal devices to take photographs or videos of gymnasts except where expressly authorised by the Club for operational or safeguarding purposes
- all photography, videography and image use must comply with Club child safety, safeguarding and privacy requirements
- not post, share or distribute images or videos of children or young people on personal or private social media accounts
- not discuss athletes, parents, staff or club matters online
- not engage in online behaviour that may reasonably undermine the reputation, professional relationships, safety or wellbeing of athletes, families, staff, volunteers or the Club

Private accounts do not remove professional obligations

#### 6. Competitions, travel and off-site activities

When representing the club at competitions, travel, camps or events, coaches must:

- model professional behaviour at all times
- comply with supervision, accommodation and access rules
- maintain appropriate boundaries outside the gym environment
- follow all event, safeguarding and child-safe requirements

Club standards apply on and off the competition floor.



## 7. Accreditations, clearances and eligibility

Coaches must hold and maintain all required accreditations, clearances and registrations as required by Gymnastics Australia, Gymnastics Queensland and applicable law.

This includes (where applicable):

- current coaching accreditation and technical registration
- Working with Children / Blue Card clearance
- First Aid & CPR
- mandatory safeguarding, integrity and professional development requirements

Failure to maintain required accreditations or clearances may result in suspension or removal from coaching duties until compliance is restored.

## 8. Reporting and escalation obligations

Coaches must:

- Coaches must report safeguarding concerns in accordance with the Gymnastics Australia Child Safeguarding Policy and Queensland mandatory reporting laws. Where required, concerns must be escalated to the GA National Complaints Manager or Sport Integrity Australia, as well as to Queensland Child Safety Services or police where there is immediate risk.
- follow mandatory reporting and escalation requirements
- cooperate fully with investigations or integrity processes
- not retaliate against anyone who raises a concern in good faith

Failure to report a concern may itself be a breach of this Code.

## 9. Consequences

Breaches of this Addendum may result in action under the club's Discipline and Sanctions Procedure, including:

- education or corrective action
- formal warnings or conditions
- suspension or termination of coaching duties
- referral to Gymnastics Australia / Gymnastics Queensland or external authorities where required

### Final reminder

If you are unsure whether a behaviour is appropriate, pause and seek guidance.

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This document and associated policies may be reviewed and updated from time to time to reflect legislative changes, safeguarding requirements, operational needs, or amendments to Gymnastics Australia, Gymnastics Queensland or National Integrity Framework requirements.