



LOUGHBOROUGH STUDENTS' GYMNASTICS CLUB

Code of Practice 2011 – 2012

PLEASE READ AND FOLLOW THE INFORMATION BELOW CAREFULLY.

On purchasing your membership to the above club, via the LSU website, you accept the terms and conditions as laid down by LSU, the Athletic Union and the club. These can be found on <http://www.lufbra.net/au/> on the club's page.

The Athletic Union will offer a full refund to anyone who applies for it before the 31st of October of the same year the membership was purchased, provided a valid reason is given for wanting to leave the club. No refunds will be offered after this date, apart from in exceptional circumstances.

- You are reminded that you are solely responsible your conduct when representing the club at home or away fixtures, trips and training sessions.
- When travelling on provided transport ie minibuses, coaches, cars - **no alcohol** is permitted to be carried onto/consumed on board at any time – please note that the driver has the right to refuse to carry any individual in contravention of this.

Any breach of conduct will be looked upon seriously and could result in expulsion from the Athletic Union club and Loughborough Students' Union. **Help us to maintain Loughborough's good name at all times**

UNIVERSITY FACILITIES

When using University facilities, all members must abide by the rules and regulations as set down by the Sports Development Centre (copies held by the club committee and the Athletic Union)

GENERAL

The club is affiliated to the British Gymnastics Association.

GOVERNING BODY

It is recommended that members familiarize themselves with:

http://www.british-gymnastics.org/site/index.php?searchword=code+of+practice&ordering=&searchphrase=all&Itemid=97&option=com_search

- Training takes place on campus and is taken by BGA qualified coaches and no sessions may take place unless one of these is present.
- All members are assumed to be beginners until their level of skill has been assessed by one of the coaches.
- Members are allocated set times for their training during club sessions according to their level of ability.
- The coach in charge of the session has the power to prevent anyone from participating, who, in his/her opinion is unfit to do so.
- Only use the equipment when the coach is present.
- Always warm up fully before taking part..
- Always act responsibly, eg no running between apparatus.

CLOTHING

- Any suitable clothing may be worn (not baggy) – a coach will advise if clothing is incorrect.
- No outdoor shoes to be worn in the gym.

- No shoes or socks to be worn for floor exercises, beam and vault.
- Socks only to be worn for high bar, rings, pommel, parallel or asymmetric bar work.
- The club provides chalk for high bar, rings, pommel, parallel or asymmetric bar work to help prevent slipping off equipment.
- Handguards required for high bar work (not provided – members to purchase).
- No jewellery of any description is to be worn.
- In exceptional circumstances, spectacles may be worn with the coach's permission.
- Long hair must be tied back at all times.

EQUIPMENT

- The coach on the day is responsible for the safe setting up and packing away of all equipment. Members must follow his/her instructions at all times.
- Once the equipment has been set up, the coach is responsible for a full safety check before it is used.
- If any defects of equipment are noticed by members, they must immediately notify the coach, who must notify the Sports Development Centre.
- Members must be aware of the proximity of other gymnasts when on/off apparatus to avoid collisions and potential injury.

FREE RUNNING

No, Parkour / Free running is not a recognised activity, and is not insured.

However British Gymnastics has developed an Add On Module for an activity called Freestyle Gymnastics which level 3 and above qualified coaches can offer in BG registered clubs, when they have attended this module.

Freestyle Gymnastics is not Parkour or Free running but is an activity that involves adapted existing gymnastics skills.

To note, that Loughborough Students' Gymnastics Club currently has no qualified coaches for this activity and members will not be permitted to practice/train for this discipline during club time.

The committee however is encouraging its level 3 coaches to do this add-on module, in order to meet members' requests..

FIRST AID

- Medibags are provided for club use (one for each team) – these must be taken to all training sessions and matches/tournaments etc , both home and away– the club's committee to distribute.
- Members are encouraged to take the first aid course run by the Sports Development Centre.

ACCIDENT REPORTING

The club must ensure that at every training session/match (both home or away) and at any other club related activity it appoints one of its members involved in the activity on the day who will be responsible for:

- (a) Making sure that those present (including any opposition) are aware of emergency procedures for that activity
- (b) Being responsible for implementing those procedures (see below) for anyone present at that session should an accident/injury arise
- (c) When at an 'away' event, and before the start, to familiarize himself/herself with the emergency procedures at the venue.

- (d) Should an accident/dangerous occurrence (near miss) happen, then the appointed person must ensure that an **LSU ACCIDENT FORM** is completed as soon as possible and returned to Loughborough Students' Athletic Union within 24 hours of the accident occurring.

Copies of this form are to be found inside the club's medibag and also in the holder outside the Athletic Union door.

- (e) If the accident is serious and requires A & E hospital treatment, then the Athletic Union President should be immediately notified (01509 635054). If he/she does not reply, then Loughborough University Security must be informed (01509 222141)
- (f) Also, if on university campus, the accident must be reported to the duty member of staff for that facility.

Please read the following information carefully, and if you are unclear about these procedures, then please call into the Athletic Union.

WEDNESDAYS AND SATURDAYS – OCTOBER UNTIL MARCH
PARAMEDIC COVER provided by Athletic Union

Paramedic situated outside the Rubbercrumb pitch– vehicle well marked with logo on sides and blue light on roof; is on duty from start of first AU fixture and until end of last AU fixture.

WHEN TO CALL PARAMEDIC

- Any head or neck injuries or loss of consciousness - **CALL IMMEDIATELY - ON NO ACCOUNT MOVE INJURED PERSON** from pitch/area until Paramedic arrives
- Any difficulty in breathing or any form of chest pain
- Any wound other than a graze

HOW TO CONTACT PARAMEDIC

The appointed person to have access to a mobile telephone/is aware of nearest campus telephone and follows procedure as below:

Phone SECURITY 01509 222141

Ask for Paramedic to be dispatched - state which team/club; where injured person is; brief description of injury

AT ALL OTHER TIMES WHEN PARAMEDIC COVER IS NOT PRESENT – the following procedures apply:

- (a) **Dial (9) 999 for the EMERGENCY SERVICES** – please note that the red emergency phones can be used to dial the emergency (9) 999 number. Please see the list below for emergency phone locations
- (b) **Inform Security** that ambulance is on its way and give them your location/building. Please dial 888 If using any internal university phone (including red phone) or 0800 526966 if using any other phone
- (c) **Inform the Duty Staff** who run the facility (see below) of location/building and nature of incident, who will then complete the University accident report sheet.
- (d) The club is required to complete the **LSU Accident Report Form (as (d) above)**
- (e) For all other first aid occurrences please contact the Duty Staff in charge of that Facility.

Location of Facilities' Emergency Internal Telephones

Athletics Pavilion	Side of counter (white phone)
Dance Studio	Corridor (white phone)
Dan Maskell Tennis Centre	Foyer (white phone)
EHB Squash Courts	Near Recreation Assistant's office (maroon phone)
EIS Pool	Reception (duty person or lifeguard)
HIPAC	Entrance Foyer (maroon phone)
Hockey Pavilion	Middle door entrance (maroon phone)
National Cricket Centre	Main entrance foyer on right hand wall (maroon phone)
Netball/Badminton Centre	Main foyer (white phone)

New Sports Hall
Performance Enhancement Centre
Taekwondo Centre
Victory Hall

Foyer (maroon phone)
PEC Sports Reception (duty person)
PEC Sports Reception (duty person)
Foyer (maroon phone)

For other campus areas/pitches, telephone Duty Staff:

ASHBY UNIT
07818 625839

Brockington (cricket)
Cayley 1
EHB Sporturf
Waterbase Hockey Pitch

EPINAL UNIT
07518 034822

Brockington Pitch (lacrosse, football, cricket nets)
Hazlerigg Tennis Courts
Holywell
1st XV
Paddock
Rubbercrumb
Towers Pitch

FOREST UNIT
07788 646130

Badminton/Netball Centre
Dan Maskell Tennis Centre
LTA (outside courts)
Towers (tennis courts)

SECURITY GATEHOUSE
01509 222141

James Henderson/Ann Wilson 7 June 2011