**Code of Conduct Policy**

**1. Policy Statement**

Jump Start Therapy CIC is committed to providing a safe, respectful, and positive environment for all participants, parents, carers, staff, and volunteers involved in our gymnastics sessions.

This Code of Conduct sets out the **standards of behaviour** expected from everyone involved, to ensure safety, fairness, and enjoyment for all.

**2. Scope**

This policy applies to:

* Staff and volunteers delivering gymnastics sessions.
* Participants attending sessions.
* Parents, carers, and guardians.
* Visitors or anyone engaging with Jump Start Therapy CIC activities.

**3. General Principles**

* Everyone will treat others with **respect, courtesy, and fairness**.
* Bullying, harassment, discrimination, or inappropriate language will **not be tolerated**.
* Everyone must **follow instructions and safety guidance** from qualified staff.
* Confidentiality must be maintained regarding personal information and incidents.
* Everyone has a responsibility to **report concerns or unsafe behaviour** in line with our Safeguarding and Health & Safety policies.

**4. Staff and Volunteer Conduct**

Staff and volunteers are expected to:

* Model **positive behaviour** at all times.
* Maintain **professional boundaries** with participants and parents.
* Follow all **safeguarding, health & safety, and data protection policies**.
* Use appropriate **language and communication** at all times.
* Never engage in physical contact except when necessary for **safety, spotting, or first aid**, and always explain it to the participant.
* Avoid situations where they are **alone with a participant** in an unobserved area unless agreed as part of a planned one-to-one session with safeguarding measures in place.

**5. Participant Conduct**

Participants are expected to:

* Follow the instructions of staff and volunteers.
* Treat other participants, staff, volunteers, and equipment with respect.
* Avoid rough play or behaviour that could **endanger themselves or others**.
* Wear appropriate clothing and footwear for gymnastics sessions.
* Report any hazards, injuries, or incidents to staff immediately.

**6. Parent/Carer Conduct**

Parents/carers are expected to:

* Treat staff, volunteers, and other participants with **respect and courtesy**.
* Support children in following the **session rules and safety guidance**.
* Supervise siblings who are not participating.
* Avoid entering training or gym areas unless invited by staff.
* Address concerns using the **Complaints Policy** rather than confronting other participants or staff during sessions.

**7. Consequences of Breaching the Code of Conduct**

Breaches of this policy may result in:

* A **verbal warning** or discussion for minor issues.
* **Temporary suspension** from sessions while issues are investigated.
* **Exclusion** from sessions for serious or repeated breaches.
* Referral to **appropriate authorities** if behaviour is illegal or raises safeguarding concerns.

**8. Reporting Concerns**

* Concerns about behaviour should be reported to **Amie Hood, Director** or the **Deputy Safeguarding Officer**.
* Reports will be handled **confidentially and fairly**, with outcomes communicated to relevant parties.

**9. Policy Review**

* This Code of Conduct will be reviewed **annually** or sooner if organisational needs or legislation changes.

**Date created:** 01/09/25
**Review date:** 01/09/26
**Policy lead:** Amie Hood, Director

**Signed:** \_

**Name:** Amie Hood
**Role:** Director, Jump Start Therapy CIC
**Date:** 01/09/25