



Welsh Gymnastics  
Gymnasteg Cymru

# Safe Environment Policy

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## Approval

Approved by	Owner	Dept	Date
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## Document History

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## Section 1 - Scope

All gymnastics activity providers and environments have a responsibility for the safety and welfare of gymnasts, coaches, volunteers, officials, visitors, and others. This responsibility applies to all gymnastics environments in Wales, regardless of their size or structure.

There is a legal responsibility to ensure that participants are protected from harm whilst taking part in gymnastics; this is legally termed as the 'duty of care'.

When working with children, an adult who carries out a supervisory role takes on certain responsibilities while the child is in their care.

This may include:

- Holding a responsibility for care and wellbeing during training.
- Reporting concerns and whistleblowing.
- Safe dispersal after training.
- Supervision/chaperoning whilst in trips.

To fulfil the 'duty of care,' gymnastics activity providers must make sure that the following areas are properly covered:

- Safe Environment, including safe people, apparatus and facilities.
- Safe development of the individual through appropriate physical and psychological preparation and progressive skill development.
- Ensure they promote a safe and enjoyable environment for all.

## Section 2 Policy information

### 1 Safe Environment Checklist

To ensure a safe, enjoyable, and developmental environment; all gymnastics environments must adhere to the following:

1.1 Affiliated organisations must register all participants via a formal registration system that collates personal details and provide consent to participate. This system must adhere to the data protection and privacy notice.

1.2 All environments must be [open environments](#) where parent/ guardians always have access to viewing.

1.3 Organisations must be properly constituted and managed, and compliant with all applicable laws and regulations.

1.4 Promote how to report a concern in each place of activity.

1.5 Organisations need to have access and trained personnel on the Globocol Safeguarding system and utilise within the environments.

1.6 Affiliated organisations must promote the Safeguarding and Wellbeing Officer(s) contact details (appropriate to ratio required) to all members.

1.7 Affiliated organisations must have a Primary contact, Safeguarding and Wellbeing Officer(s) (appropriate to ratio required) and a Minimum Level 2 or Activity Instructor. All must have current appropriate membership, checks and training.

1.8 Environments must ensure there is a clear [procedure](#) for changing rooms and toilet facilities that are communicated and understood.

1.9 Anyone in a role and recognised in a position of trust must have current membership, DBS, and appropriate level of safeguarding. Everyone must be recruited as per the safe recruitment [procedure](#). Roles must be attached on Sport80 and active coaches on the coach register.

1.10 There must be a suitably trained first aid officer present at every session. The environment must have provision and procedures communicated in the event of first aid being required or medical emergencies.

1.11 Affiliated organisations must maintain and report all injuries or incidents via Sport80 within 7 days. Risk assessment must be completed for individuals where medical information is disclosed and communicated with relevant personnel.

1.12 For participants under 18-year-olds there must be two adults present in the gym at all times. Ratios for coaching within the gymnastics environment must be followed (as per 3).

1.13 Be aware of and promote all Welsh Gymnastics (WG) Safeguarding and Wellbeing and Safe Practices [policies](#).

1.14 Everyone within the environments must adhere to the WG [codes of conduct](#) these must be promoted.

1.15 Affiliated organisations must have a nominated person(s) responsible for health and safety who completes the required risk assessments and ensures everyone with roles have adequate training.

1.16 Must demonstrate an effective method of communication with responsible adult(s) about participant's progress.

1.17 Promote appropriate use of digital devices and communication methods (8).

1.18 Demonstrate that participants have a voice which is utilised.

1.19 Adhere to all membership requirements and training within the [member rules](#).

1.20 Ensure WG have visited the environment 4 times in a year and completed this safe environment checklist annually.

## 2 Safe Activity

- 2.1 WG membership will only cover recognised activities in recognised environments (see definitions below).
- 2.2 Training for individuals must be at their appropriate level and age.
- 2.3 Participants welfare must always be considered, and consent given to participation and physical support at the start of sessions.
- 2.4 Deliverers must be aware of any medical/reasonable adjustments agreed with the parents and provider of activity.
- 2.5 Clubs must have procedures for safe dispersal/collection of participants.
- 2.6 No adult should communicate via social media, email, WhatsApp, or other similar means with anyone under the age of 18. If communicating with 16-18year-olds, it is acceptable to do so with consent of parent and with parent copied into all communication.
- 2.7 Parents/Guardians of children aged three years and under and of individuals who require assistance to use the toilet or have other intimate or medical care needs must remain on site with their participants.
- 2.8 Where a gymnast requires support with intimate care, this should not be carried out by a member of the coaching team (unless the coach is also the parent). A responsible adult who has been agreed by the parent and holds a DBS check may be utilised.
- 2.9 Risk assessment should be completed for all activities/participation and reviewed annually or if there is a significant change in environment. The lead must check the equipment prior to all participation.
- 2.10 Maintain all equipment and facilities appropriately and as per risk assessments and ensure timely servicing of equipment according to manufacturers' guidelines or best practices.
- 2.11 Promote inclusion and diversity and ensure all people who access the environment are treated fairly.
- 2.12 Inclusivity and equality should be always considered. Reasonable adjustments should be made to enable all people to participate within your environment. This may vary the ratio and support required and should be based on a risk assessment and personable to the individuals.
- 2.13 All deliverers/people within roles must be up to date with the safe practices policies.

### 3 Safe Coaching

- 3.1 Suitably qualified coaches or teachers must supervise all gymnastics activities.
- 3.2 All coaches must have an active coach registration appropriate to the level that they are coaching to be insured.
- 3.3 Coaches must always adhere to the codes of conduct.
- 3.4 Communication devices may only be utilised where necessary for specific gymnastics activity.
- 3.5 No adult should communicate via social media, email, WhatsApp, or other similar means with anyone under the age of 16. Such communication with 16-18-year-olds is only acceptable with consent of parent and with parent copied into all communication.
- 3.6 Coaches must only coach within their qualifications and competence. Coaches must be qualified to the level of performance of the participants in the specific discipline of the sport.
- 3.7 Two adults must always be present in the gymnastics environment when working with participants under 18-year-old. One adult must be suitably qualified as per the gymnastics coaching requirement of the environment. The second adult must have membership, DBS, and appropriate safeguarding training.
- 3.8 When working with over 18-year-olds 1:1 training is only acceptable where consent of both gymnast and coach has been given and with consideration for safeguarding, health, and safety and documented.
- 3.9 No adults present should be under the influence of drugs or alcohol. Adults are not permitted to smoke in the presence of participants.
- 3.10 Any physical contact required during training should be in line with the 'Safe Practice' policy and with the gymnast's consent. Consent should be sought prior to every training session where physical support is required for the gymnast's safety. Coaches must seek consent at every training session.
- 3.11 Coaches must be up to date with the safe practices policy. Ensuring participants are mentally and physically prepared for their level of participation.
- 3.12 Where medical conditions are disclosed, a risk assessment based on the individual should be carried out and personnel aware of the risk mitigations in place.
- 3.13 Ensure the health of the participant is known before training and any return to training is as per the safe practices policy. If a medical advisor advises that the participant should not train or compete, the participant should not do so until a medical advisor has advised that they are able to do so. Where medical advisor is involved, clubs should request confirmation from them that the participant is able to return.
- 3.14 Any concerns to be escalated to SWO (Safeguarding and Wellbeing Officer), WG or statutory services where appropriate.
- 3.15 Coaches must hold a valid level 2 or activity instructor qualification to independently lead a session.
- 3.16 Coaches who have attended courses may practice skills higher than their level under direct supervision of an adequately qualified coach to that level.
- 3.17 Coaches and teachers must adhere to the training and DBS checks as per the member rules.
- 3.18 Where a person holds a professional qualification (I.e. Physiotherapists, Nutritionists) they must make any member aware that they are operating in the gymnastics environment not within their coaching role and abide by the member rules for that role.
- 3.19 Children under 16 must never be left alone after a session without explicit permission from parent/guardian, even when the parent/guardian is late collecting. Never take the child home or to another location or leave them with another person without parental permission. Never be left alone with a child.
- 3.20 Where a child goes missing the missing children [procedure](#) must be followed.
- 3.21 Ratios

The coach in charge must risk assess each situation and must determine a ratio of participants to coach/es that is reasonable, safe, and effective.

Risk Assessment should be based on:

- Age, stage of development, experience, ability, and number of participants.
- Coaches' own qualifications and experience.
- Ability to observe, advise and support.
- Level and type of activity and suitability of apparatus arrangements.

Activity	Ratio
Preschool Independent	1:8 coach to participant 8 per additional coach
Parent, guardian, or carer assisted class	1:20 coach to participant 20 per additional coach
General gymnastics (school age all disciplines except those highlighted additionally) and all disciplines.	Lead coach 1: 16 on floor Assistant coach 1:8 on floor or all apparatus Young Leader 1:8 (under direct supervision of a lead coach) 1:8 coach to participants per apparatus *Team Gym can be 1:12 when the training involves streaming on Tumbling and Trampoline.
Trampoline Gymnastics	Trained spotters of suitable size are provided at each side not protected by alternative safety measures Trampoline 1:8 participants 1:16 per lead coach on floor
People with disabilities	Risk assessment for the individual will determine the coach: participant ratio. Depending on ratio 1:1 supervision may be necessary <a href="http://www.legislation.gov.uk">www.legislation.gov.uk</a>

### 3.22 Qualifications

Young Helpers	11-13	Not able to have a group on their own
Sports Leader/Helper	13+	Under direct supervision of level 2 Level 2 can supervise maximum 4 sports leaders/helpers
Assistant Coach	16+	Under supervision but may have own group
Coach	18+	Lead a session
Coach Level 3+	18+	Lead a session
Await assessment following course completion		Coach elements under direct supervision of someone suitably qualified

## 4 Safe Recruitment

4.1 Anyone within a gymnastics environment should be safely recruited as per the safe recruitment [procedure](#). The requirements for Disclosure Barring Service (DBS) checks, Safeguarding and Protecting Children Training (SPC) and Time to Listen Training (TTL) for each role within gymnastics environments are highlighted below.

Member Price	Who is the membership for?	Required Check and Training
£23 Bronze	Recreational Gymnast	None
	Club Official (regulated activity)	DBS, SPC
	Club Official (non-regulated activity)	SPC
	Sport Leaders	DBS (16+), SPC
	Helpers	DBS (16+), SPC
	Safeguarding and Wellbeing Officer	DBS, SPC, TTL
	Support Services	DBS, SPC
	Second Adult	DBS, SPC
	Judges	DBS, SPC
Chaperone	DBS, SPC	
£49 Silver	Competitive (Pathway and Performance) Gymnast	None
	Assistant Coaches	DBS, SPC
£89 Gold	Coaches	DBS, SPC
	Activity Instructor	DBS, SPC
	National/Brevet Judges	DBS, SPC

## 4.2 Safeguarding and Wellbeing Officers

Safeguarding and Wellbeing Officers (SWO) must be qualified as per the member rules and clubs must adhere to the following ratios within their sites. A SWO must be nominated per site of delivery.

Club numbers per site (including membership, block and any drop-in activity)	Amount of SWO per members
1 – 250	1
251 - 500	2
501 - 1000	3
1000-2000	4
2000+	5



## 5 Safe Trips

5.1 All trips should be risk assessed prior to organising.

5.2 Clubs must receive approval from WG 4 weeks prior to any overnight and overseas travel. Approval form in procedure section below and submitted to [safeguarding@welshgymnastics.org](mailto:safeguarding@welshgymnastics.org) and will shortly be available via Sport80. If a form is not received and approved the activity will not be covered by insurance.

### 5.3 Travel/Transport

5.3.1 A coach should never travel alone with a gymnast in a car/private vehicle mode of transport.

5.3.2 SWO must be aware and approve of arrangements of any travel/trips.

5.3.3 Any person transporting members must have an enhanced DBS check for working with children and young people and hold appropriate current license and insurance.

5.3.4 Drivers must have zero alcohol levels and not be under the influence of drugs – prescription or otherwise.

### 5.4 Overnight stays – domestic and international

5.4.1 Every [approval form](#) must be submitted 4 weeks prior to trip for any overnight stay. Approval forms will be available on Sport80 shortly. Please submit to [safeguarding@welshgymnastics.org](mailto:safeguarding@welshgymnastics.org) for approval until then.

5.4.2 WG requires clubs or affiliated organisations who are taking gymnast(s) under the age of 18 years on a trip involving an overnight stay, to have a designated travelling chaperone responsible for safeguarding and wellbeing (NB: Please note this is not applicable if all children are accompanied by a parent or someone with parental responsibility).

5.4.3 For trips without parents/parental responsibility present. Gymnasts should not stay overnight under the age of 8 (in year) domestically and under 12 (in year) internationally.

5.4.4 Chaperones are role models and, as such, should always behave in a positive and appropriate manner. The chaperone's primary duty is to the child(ren) in their care. Whilst they are acting as chaperone, they must not engage in any other activity that would compromise the performance of their duties. Chaperones should not drink alcohol, smoke in the presence of children, or be under the influence of drugs.

5.4.5 There should be a chaperone on every trip that has parental responsibility. Additional adults required will be based on the number of children and their ages.

5.4.6 Adjustments and additional support should be considered as per the young people attendings needs.

5.4.7 All attendees of the trip must abide by the code of conducts and have clearly communicated consequences for not doing so.

5.4.8 Any injuries must be reported as per accident reporting on sport80 and if applicable. Ensure you maintain accurate incident/accident records for insurance and safeguarding purposes.

5.4.9 Supervision ratios for any activity outside of gymnastics must follow [national guidelines](#).

### 5.5 Chaperones must:

5.5.1 Be a member of Welsh Gymnastics, or willing to become a member.

5.5.2 Hold a current enhanced DBS check for working with children and young people.

- 5.5.3 Be a minimum of 21 years old.
- 5.5.4 Not be at the trip/event as a gymnast, coach, judge or hold any other significant role which may hinder their ability to chaperone.
- 5.5.5 Hold an up-to-date recognised and approved safeguarding certificate.
- 5.5.6 Understand the core safeguarding principles (for example the NSPCC Safeguarding and Protecting Children workshop and Time to Listen training).
- 5.5.7 Provide a character reference.
- 5.5.8 Understand and agree to comply with Welsh Gymnastics Safeguarding Policy and Codes of Conduct.
- 5.5.9 This person must be able to perform the role without any obvious conflicts of interest e.g. being a coach or in a relationship with a coach attending the trip. All Safeguarding and Wellbeing Officers must have membership and have completed a DBS check and training requirements for the role.
- 5.5.10 Have good people skills; be warm and approachable, a good communicator and able to maintain a rapport with young people whilst maintaining discipline.
- 5.5.11 Be prepared to appropriately challenge others if there is a concern that performance and wellbeing considerations are not aligned, or the Codes of Conduct are breached; the safety & wellbeing of the gymnast is our primary responsibility.
- 5.5.12 Follow the role descriptor provided in procedures.

## 6 Safe Places

### 6.1 General

6.1.1 Welsh Gymnastics (WG) regards the health, safety, and welfare of all members to be of paramount importance and should not be compromised. It is WG policy to ensure as far as reasonably practicable that all gymnastics environments have procedures in place to maintain a safe and healthy environment.

6.1.2 All clubs and organisations must have a health and safety welfare policy and agreed procedures covering the risks associated with the club/organisation's activities. If your club/organisation has its own building, the company will also be responsible for the health and safety of the premises. If the club hires or leases the facility from another (e.g. Local Authorities, Leisure Centres) the club should confirm that they have procedures and assessments related to the premises.

The typical health and safety documents that would be required by a Gymnastics Club, include.

- Health, Safety and Welfare Policies
- Liability Insurance (provided through WG registration)
- Fire Risk Assessment
- First Aid Needs Assessment
- Asbestos Management Plan (If your club owns its premises and it was built before 2000)
- Accident Investigation Book
- Risk Assessments (Premises, Young Persons, New and Expectant Mothers, Chemical)
- Health and Safety Inspection Forms (Premises, Equipment)

### 6.2 Risk Assessments

6.2.1 Gymnastics is a complex sport with inherent risks. Anyone providing gymnastics activities should take all reasonable steps to minimise these risks and ensure they are documented.

6.2.2 You must complete risk assessments for the space/facility and the activities delivered. You should, as a minimum, annually review and update your risk assessments - treating them as 'living documents' and keep note of any actions taken.

6.2.3 A visual pre-start check should be completed every morning by an experienced coach to ensure there is no damages or issues with the equipment.

6.2.4 On a weekly basis you should complete a documented visual check on all of your gymnastics equipment, including those that are fixed and adjustable. This should be completed by your coaches and should highlight any defects or issues with the equipment. If a defect is identified it should be determined immediately what course of action is required.

6.2.5 You may need to update your assessments more often, for example if the circumstances in your setting change or public health advice changes.

6.2.6 You should have active arrangements in place to monitor whether your controls for managing risks are effective and working as planned.

6.2.7 It is a legal obligation to carry out separate risk assessments for young workers (under 18) and new and expectant mothers.

6.2.8 Complete any servicing required in facility/equipment.

6.2.9 You must communicate your risk assessments and steps taken to mitigate risks.

### 6.3 Requirements

- 6.3.1 Nominate a Health and Safety Officer who has [completed identified training](#). \*This is mandatory for clubs that employ people.
- 6.3.2 Provide training to all staff/volunteers on Health and Safety and the actions taken to mitigate risk.
- 6.3.3 You should also have an emergency procedure in place to help you and any staff/volunteers respond effectively to an emergency at your setting.
- 6.3.4 You must have clear operating procedures for emergencies, vulnerable workers and managing risk within your environment. This should be communicated to all within your environment.
- 6.3.5 A register of attendees must be taken at the start of each session and dispersals process in place.
- 6.3.6 Utilise a GDPR-compliant registration form for the children in your care, including essential contact information and medical details.
- 6.3.7 An appointed person, or at least one staff member who has first aid training, is available during the activity.
- 6.3.8 You must have a Health and Safety policy, if you have 5 or more staff it must be written down. You must share the policy, and any changes to it, with your employees/volunteers.

### 6.4 Legal requirements

6.4.1 When considering health and safety in your settings, you must comply with the following legal requirements where they apply:

6.4.2 [Health and Safety at Work etc. Act 1974](#) – it covers a wide range of duties that an employer must abide by to ensure that their workplace is safe and that those who work in a particular environment are not in danger both physically and mentally. [Management of Health and Safety at Work Regulations on legislation.gov.uk](#).

6.4.3 [The Regulatory Reform \(Fire Safety\) Order 2005](#) – requires the responsible person (the person having control of the building, or a degree of control) to take reasonable steps to reduce the risk from fire and makes sure people can safely escape if there is a fire and sets out other fire-safety duties they should follow.

6.4.4 [Employers' Liability \(Compulsory Insurance\) Act 1969](#) – requires employers to have at least a minimum level of insurance against liability for injury or disease to their employees arising out of their employment.

6.4.5 [Food Safety Act 1990](#) – covers the responsibilities that all types of food businesses must follow.

6.4.6 [General Data Protection Regulation 2018 and the Data Protection Act 2018](#) – sets out the legal framework on data protection and the requirements for using it fairly and properly.

### 6.5 Medical Consideration and General Health and Fitness

6.5.1 The person in charge (coach or instructor) should check on the health and fitness status of each participant before commencing training. If the health or fitness status provides adequate concern that the individual should not continue; the coach/instructor is able to refuse participation until satisfied.

6.5.2 Club officials should make coaches aware of any medical considerations/illness/injury disclosed on registration and at any point where it may affect their participation. Coaches must then ensure the environment and training is appropriate for that individual.

6.5.3 If an individual has a condition where participation in gymnastics is in question, they must seek medical advice through their GP prior to participation to ensure their participation will not have a detrimental effect on their health and wellbeing.

6.5.4 Training with Pain, Injury and Illness should be as per the WG Safe practice policies.

6.5.5 If in any doubt individuals should be asked to sit out and further advice sought.

## 6.6 Accidents and Injuries

6.6.1 All accidents and injuries must be registered on the membership system ([Sport80](#)) against the individual's membership within 7 days. Where a person is taking part in an activity where individual membership is not required, a profile must be created and form saved.

6.6.2 An appropriate first aid provision must be always available with adequate training in all environments.

6.6.3 Ensure that normal operating procedures and emergency operating procedures are in place and known by all members.

6.6.4 Any person that sustains a blood injury must stop participation immediately and seek treatment. Please see further procedure for preventing infectious diseases. [www.hpa.org.uk/Topics/InfectiousDiseases](http://www.hpa.org.uk/Topics/InfectiousDiseases).

6.6.5 Not all accidents need to be reported to RIDDOR. A RIDDOR report is only required when: the accident is work related, and it results in a reportable injury. Reports should only be submitted by the 'responsible person' with duties under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR). [RIDDOR Home Page \(hse.gov.uk\)](http://hse.gov.uk)

## 7 Safe Attire

- 7.1 All participants when training have a choice when it comes to their clothing as long as it is safe and does not cause a hazard.
- 7.2 Clothing in relation to religious beliefs must be afforded whilst ensuring safety is paramount.
- 7.3 Ensure that coaches wear appropriate clothing for their role which is safe and does not cause a hazard.
- 7.4 Wearable equipment needs to be suitable, not loose fitting and in good order (i.e. handguard).
- 7.5 Ensure gymnasts and anyone with a role in gymnastics' attire does not expose any private body parts.
- 7.6 Long hair should be tied back so as not to obscure vision or create a hazard.
- 7.7 Bare feet or suitable gymnastics footwear is required for gymnastics.
- 7.9 Socks or suitable gymnastics footwear is required for trampoline.
- 7.9 Jewellery, body piercing, and similar adornments are not allowed during participation or coaching. Where unavoidable/unable to be removed, suitable safe covering should be utilised, and risk assessed.
- 7.10 Please refer to the relevant handbook for any competition attire policies.
- 7.11 Please submit clothing queries for events to [contactus@welshgymnastics.org](mailto:contactus@welshgymnastics.org).

## 8 Digital Environments

### 8.1 Digital Photography and Filming in environments and at events:

8.1.1 Any digital photography or videos should not be used in a way that would harm or place someone at risk, cause damage or distress or bring the sport into disrepute.

8.1.2 The taking of photography or filming of identifiable living individuals must be done in a way that ensures compliance with [data protection laws](#).

8.1.3 Consent must always be gained (Under 18 from the responsible parent) and can be withdrawn at any point. All attendees must be made aware that they are only to post images or videos of their own children on social media platforms or shared with others.

8.1.4 Care must be taken to ensure that digital assets (i.e.photos, videos) are not published where there is legal or safeguarding reason not to, such as those who are subject to a court order that prevents publication of them.

8.1.5 If anyone suspects inappropriate photography/filming at any time they must request images/videos are deleted and remove individual from venue. If required, please report to statutory services or report to Welsh Gymnastics via [Report a Concern](#).

8.1.6 Anyone with concerns should raise them with the person responsible for the environment or SWO.

8.1.7 The use of flash photography is prohibited during gymnastics activity.

8.1.8 Environments may be live streamed; consent must be given by responsible adult, and live streaming promoted. Only those responsible for the environments may live stream for events or for open environments purposes only. The live streaming must be risk assessed.

8.1.9 Communication devices may only be utilised during gymnastics activity if required for that activity.

8.1.10 No adult should communicate via social media, email, WhatsApp, or other similar means with anyone under the age of 18. If communicating with 16-18 year-olds, it is acceptable to do so with consent of parent and with parent copied into all communication.

### 8.2 Event Photographers

8.2.1 Any official photographer utilised must be identifiable. The individuals must have followed safe recruitment and adhere to Welsh Gymnastics' policies.

8.2.2 Official photographers are only licensed by the event organisers.

8.2.3 Where not sanctioned as an official photographer, only photography/filming for personal use may be taken at events.

8.2.4 Commercial photographers will be promoted and licensed by the responsible deliverer of the environment and clearly identifiable.

8.2.5 A request for media accreditation must be made to [media@welshgymnastics.org](mailto:media@welshgymnastics.org) for all WG events. WG reserve the right to not accept the request. If the event is not a WG event the event organizer is responsible for ensuring media accreditation.

8.2.6 Telephoto zoom lenses, tripods, monopods or professional photographic/video equipment are not permitted for unlicensed media/personnel and used within public environments.

### 8.3 Social Networking and Platforms

8.3.1 Members in a position of trust should not be in direct contact with any person under 18 on social media or via communication channels.

8.3.2 Members in a position of trust should not follow and interact with anyone under the age of 18 years on social media.

8.3.3 Club accounts can follow all accounts but should ensure access is always given to more than one adult. No direct messaging should be exchanged.

8.3.4 Social media should not be used to abuse, harass or criticise members, affiliated organisations or NGB's.

8.3.5 Consent must always be gained from the responsible adult for publishing imagery, information, videos. Consent can be withdrawn at any point.

### Section 3 Hyperlinks

[What we do | Acas](#)

[Health and safety basics for your business \(hse.gov.uk\)](#)

[Prepare a health and safety policy: How to write your policy - HSE](#)

[Amateur Sports Clubs – Guidance on running a safe sports club: Leisure activities \(hse.gov.uk\)](#)

[The law on workplace safety - HSE](#)

[Emergency procedures - HSE](#)

[Vulnerable workers - HSE](#)

[Managing risks and risk assessment at work – Overview -HSE](#)

[Fire safety risk assessment: 5-step checklist \(accessible\) - GOV.UK \(www.gov.uk\)](#)

[Risk assessment: Template and examples - HSE](#)

[Have the right toilets and washing facilities - HSE](#)

[Have the right workplace facilities - Overview - HSE](#)



## Section 4 Definitions

### Recognised Environments - Affiliated organisations

- A Welsh Gymnastics current affiliated club based in standalone facility, leisure, school or other community setting.
- A current leisure partner with current leisure affiliation.
- An extra-curricular school delivery with current club affiliation.
- Welsh Gymnastics run events/competitions and competitions sanctioned by WG.
- Welsh Gymnastics run activities, trips and camps.
- A club, event/competition, course currently affiliated to a recognised home nation/country governing body.
- WG recognise other gymnastics governing bodies recognised by their respective governments.
- A current school partner with school affiliation for curricular time only\*.

### Recognised Activity

- Gymnastics activity for all ages as per techniques delivered in the WG recognised coach education courses.
- Delivery of the recognised gymnastics disciplines and activities to members and undertaken by a qualified Welsh Gymnastics coach (or other home nation recognised NGB), where the delivery of all activity is within the highest qualification syllabus of the supervising coach.
- Delivery of gymnastics sessions organised and/or run by a registered environment where the organisation and delivery meet the requirements of all rules and policies.
- Training for and the participation in competitions and non-competitive participation activities.
- Training camps and holiday camps organised and/or run by a club where the organisation and delivery meet the requirements of all Rules, Regulations and policies of Welsh Gymnastics.
- Public gymnastics display by Welsh Gymnastics members in public areas where all safeguarding and health & safety requirements have been met.
- Gymnastics based parties, including birthday parties, when supervised by a Welsh Gymnastics registered coach.
- Social and fund-raising events arranged by a Welsh Gymnastics registered club for individual members but shall under no circumstances include any unsupervised Pay and Play or similar sessions.