

**Policy Title:** Behaviour Management Policy

**Date of Issue:** January 2006

**Policy Coverage:** All Members, Staff & Volunteers

**Date of Review:** January 2006

**Controlling Body:** Directors

## STATEMENT OF COMMITMENT

Jollettes Gymnastics encourages fair play from its members e.g.

- Honesty
- Respect for
  - Team Mates
  - Fellow Members
  - Coaches
  - Fellow Competitors
  - Officials etc

The Management of Jollettes Gymnastics is committed to obtaining the highest standards of behaviour management. These standards will be achieved by:

- Ensuring management, staff, volunteers and members follow their documented roles and responsibilities
- Enabling all members to access Jollettes Gymnastics Behaviour Management Policy & Codes of Behaviour

## POLICY APPLICATION

This policy applies to all staff, members and volunteers.

Core activities include:

- Administration
- General class training
- Conduct of competitions/events
- Holiday and school clinics
- Working bees
- Fundraising

## POLICY DEFINITION

Jollettes Gymnastics has comprehensive Codes of Behaviour (see policy 1.7). These codes set out the standards of behaviour expected from Members, Staff, Parents, Spectators and Volunteers during any classes, competitions and events run by Jollettes Gymnastics.

This Behaviour Management Policy is to be used to determine methods of reinforcing and enforcing these Codes of Behaviour as well as the fair and equitable consequences for negative behaviour.

## **BEHAVIOUR MANAGEMENT ACTIONS**

### **Administering Praise**

Catch members doing things “right”

- Remember WHAT GETS PRAISED GETS REPEATED
- A teacher’s attention is a form of reward to a child craving attention
- The attention you give when you praise is a strong incentive for the child to repeat the action which stimulated the praise
- Focus on and praise the “process” of learning. Let the results belong to the child
- When results are slow or not present, “process” is the only thing you can praise. But that’s OK
- Teachers who focus on what is “wrong” are less effective than teachers who catch kids doing things “right”

### **Consequences for Negative Behaviour**

#### ***Participants***

1. Verbal warning
2. Second verbal warning
3. Sent to Head Coach for a 5 minute time out
4. Sent to Head Coach who will then direct the participant to their parents if available. If not, the participant will be required to sit out the remainder of the session with the Front Desk Administrator

#### ***Spectators***

1. Verbal discussion with Head Coach
2. Second verbal discussion with Head Coach
3. Asked to leave premises for duration of the class
4. Asked not to return to any Jollettes Gymnastics venues or events

#### ***Staff***

1. Please refer to “Staff Wages and Entitlements - Termination” section of staff employment package.

## **ROLES AND RESPONSIBILITIES & CODES OF PRACTICE**

This section specifies the roles and responsibilities of all parties involved in club activities.

### **Directors**

- Ensure that all roles and responsibilities within the club are documented and available to management, staff, members and volunteers
- Ensure that the Jollettes Gymnastics Behaviour Management Policy is documented and available to management, staff, members and volunteers

### **Administration Manager**

- Ensure that all roles and responsibilities within the club are documented and available to management, staff, members and volunteers
- Ensure that the Jollettes Gymnastics Behaviour Management Policy is documented and available to management, staff, members and volunteers
- Abide by Jollettes Gymnastics Behaviour Management policy

### **Head Coach**

- Encourage all members, staff and volunteers to adhere to Jollettes Gymnastics Behaviour Management Policy and Codes of Conduct
- Ensure that members have access to Jollettes Gymnastics Behaviour Management Policy and Codes of Conduct
- Abide by Jollettes Gymnastics Behaviour Management Policy and Codes of Conduct

### **Assistant Coach**

- Abide by Jollettes Gymnastics Behaviour Management Policy and Codes of Conduct

### **Athletes/Volunteers/Visitors/Parents**

- Abide by Jollettes Gymnastics Behaviour Management Policy and Codes of Conduct

## **CONFIDENTIALITY & REPORTING**

All records and reports relating to this policy and any breaches thereof will be forwarded to the Administration Manager, who will ensure they are stored safely and securely. Names of individuals permanently excluded from participating in Jollettes Gymnastics activities will be forwarded to all Head Coaches. Any other information relating to any breaches of this policy, or action taken, will only be released when required by law or requested by the governing body (Gymnastics Australia).

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Nelleck Jol - Director

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Date

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Renay Jol - Director

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Date

#### **Disclaimer**

Please note that this information is not intended to constitute legal advice, and is provided as general information only. You should not rely on it without first verifying the accuracy, completeness and currency of the material, and its relevance to your individual circumstances.