**Club Online Coaching Guidance**

30 March 2020

Scottish Gymnastics has produced some guidance designed to help protect our coaches as well as gymnasts, and a template to help you keep in touch with your members while your gym is currently closed. The following guidance is issued for a short period only, due the current situation and will end when restrictions are lifted, and clubs get back to normal training.

In a usual gymnastics’ environment as a qualified technical coach you have the knowledge and expertise to directly supervise, support, shape and ensure gymnasts are doing the prescribed activity in a safe way. However, at home this is not the case, so it **is** important to note thatyou are not insured to deliver ‘live’ gymnastics technical coaching sessions online.

Any prescribed training should be limited to body conditioning, flexibility and the basic gymnastics skill/elements normally contained within conditioning sets and floor-based elements for those disciplines who may not have ‘conditioning sets.’

Additional elements of discipline-specific training are done at the individual’s own risk and should not be encouraged by the club or the coach.

Before engaging gymnasts through home training, you should identify which gymnasts you would like to support through body conditioning, flexibility and basic gymnastics skills/elements. You should then update your club rules/procedures and gain explicit permission from parents/carers for those gymnasts who are under 18 years of age, to engage in the home training.

Parents/carers must then give consent for the home training which may include the use of videos/online discussions etc. Your club must be clear what skill/elements are being covered within the home training you intend to deliver.

**Online training/coaching**

1. Your club should ask members (parents/carers for those gymnasts who are under 18 years of age) to agree to rules and a disclaimer for the purposes of safeguarding and health & safety for online sessions. This is in addition to the club rules and codes of conduct members sign up to when they join your club. If members do not sign up to the additional rules and disclaimer, they should not get access to your online content. (template provided below)
2. The sessions your club provides should be structured, low-level body conditioning, flexibility and basic gymnastics skills/elements and pre-recorded, where possible.
3. You should update your club permissions for photo and video footage which would apply in this temporary situation only. Where possible clubs should only share images internally. If you want to share images on social media, you should state which platforms and why you are sharing them on your updated permissions form. Permissions are required from parents/carers for gymnast under 18 years of age.
4. Clubs and coaches should follow your social media guidelines, codes of conduct as well as Scottish Gymnastics Code of Practice for Coaches & Officials
   1. No one should be sharing images of gymnasts on **public platforms**
   2. No one should contact individual gymnasts directly, either by messaging or on social media.
   3. All communications should be made through parents/carers. This would also include any video feedback.
   4. You should never have gymnasts as friends on social media
5. You should only engage with gymnasts aged under 18 through their parents/carers. It is highly likely that many of your gymnasts will be below the age restrictions for most social media apps. Please ensure parents are not using their child’s email address or mobile telephone number. Parents can register on these platforms (i.e. Zoom) with their own email address and use their child’s name.
6. Clubs should complete a risk assessment for online activity including: the level of qualification of the coach and the skills being delivered; social media apps being used – usability/age restrictions/age of members/parental access; using online apps for general communication and check-ins; adding a **members only** section to your website for access to content.
   1. Please consider when pre-recording / using live streaming or live conferencing technology, about location of filming, what is in your background and permissions required for additional individuals within the video capture. Angle of video capture must also be considered.
7. Clubs need to have a minimum of two adults (one must be a qualified, current Level 2 coach) present during online activity at any time. If you are using online apps/video conferencing software for general communication and check-ins, ensure you are using one where you ‘end the meeting/discussion’ so as not to enable a 1:1 (coach/gymnast) situation.
8. Clubs should also look at signposting members to podcasts such as mindfulness etc.
9. Before choosing a social media app to use, clubs should think about:

who is the app aimed at?

what age restrictions are in place?

is it a known and safe app to use?

is it public?

And consider app additional settings to make it more secure

Scottish Gymnastics cannot advise/recommend specific social media apps to use, but there are organisations which may be able to help you find out more about apps: [Safer Internet](https://www.saferinternet.org.uk/); [Thinkuknow](https://www.thinkuknow.co.uk/); [NSPCC](https://www.nspcc.org.uk/keeping-children-safe/online-safety/); [Internet Matters](https://www.internetmatters.org/); [Ineqe Safeguarding](https://ineqe.com/);

**Template Rules and Disclaimer**

**Online session rules:**

1. A parent/adult must be in the room and directly supervising – do not carry out these online sessions/videos if a child or young person is home alone.
2. A large clear space to carry out moves safely – move anything obstructive out of the way to avoid injury or damage.
3. Be aware of your ceiling height.
4. Ensure the floor is not slippy or wet.
5. **Do not** use furniture as an alternative for gym equipment.
6. A bottle of water – please stay hydrated but keep any liquids a safe distance away.
7. Work within the skills being taught in the session only.
8. The club will ensure that two adults, one being a minimum level 2 coach, be present during the online session, and that 1 coach:1 gymnast contact is not allowed.
9. The club’s codes of conducts policies and procedures still apply during these sessions.

**Disclaimer:**

Parents/carers must always supervise children taking part to minimise risk of injury. Parents/carers accept all responsibility of monitoring use of this video in respect of any child/adult in their care.

You should understand that when participating in any exercise/coached online session, there is a possibility of physical injury. If you engage in this online session, you agree that you do so at your own risk, are voluntarily participating in these activities, assume all risk of injury to yourself and those you are responsible for (i.e. children/family/others who watch this video), and agree to release and discharge both [Club Name] and the online coach from any and all claims or causes of action, known or unknown, arising as a result of this video/online sessions.

**Please confirm your agreement by filling out the form below:**

\*Indicates required field. For those under the age of 18, we require the name of the parent/carer and the email address of the parent/carer

\* Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_\_\_\_\_\_\_\_\_­\_\_\_\_

\*Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Child Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Child Name 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*I agree to the rules and disclaimer outlined above

Yes, I agree, and my child(ren) can take part