



# Code of Conduct for Coaches and Volunteers

Coaches are responsible for ensuring they conform to the standards of conduct, behaviour and equality of treatment and good manners specified below and all other Luna Acrobatics and Aerial Arts (Luna) policies and legal obligations. Failure to comply with the policies may lead to disciplinary or other actions being taken as outlined in the Complaints and Disciplinary Procedures.

These policies prohibit conduct ranging from extremely serious criminal acts to unsportsmanlike behaviour or a lack of courtesy. It is recognised by Luna that not all breaches will justify the taking of formal disciplinary action. Some breaches can be handled internally and will be able to be resolved, formally or informally. Luna encourages all coaches, volunteers, parents/ carers and students to work together in a collaborative manner to identify and resolve minor breaches.

## Luna Policies

Coaches and volunteers are also required to comply with the Code of Conduct and the following listed policies:

- Safeguarding and Protecting Children Policy
- Safeguarding Vulnerable Adults Policy
- Working Digitally Policy
- Social Media Policy
- Bullying Policy
- Employment Checks
- Health and Safety Policies and Procedures

## Coaches and Volunteers shall

- Not Condone, or allow to go unchallenged, any breaches of the Codes of Conduct
- Report any serious breaches of policies or standards and not to threaten any action to discourage or penalise any other Member from doing so
- Display high personal standards, moderate and responsible behaviour and a favourable image that is befitting to their role in the sport at all time

## Personal Behaviour

- To be on time for coaching and be responsible for ensuring any of your classes you cannot coach are covered as soon as possible
- Not behave or conduct themselves in any other manner which could bring Luna into disrepute or damage the reputation of Luna
- Dress appropriately with safety considerations in mind and within the accepted traditions of the sport
- Not consume alcohol before or whilst coaching or supporting, in excess at any aerial or acrobatic event, before driving on Luna business or while under the age of 18 during a Luna event or trip
- Not to smoke whilst coaching
- Understand Luna is free from drugs, alcohol, tobacco, vapes and swearing
- Not make offensive or abusive remarks/jokes, derogatory comments, suggestive comments, or use unnecessary aggression or intimidation, or carryout unwelcome flirting, sexual advances or unnecessary touching, malicious gossip or call people by offensive nicknames within the Luna environment
- Not Discriminate against an individual or group of people as a direct or indirect result of their gender, age, ethnic origin, religion/ belief, sexual orientation, disability pregnancy, marriage/ civil partnership or political persuasion



- Not cause offence or intimidation through non-verbal conduct and refrain from gestures that could be offensive
- Not display offensive or inappropriate pictures, objects, written material (including slogans on clothing), tattoos, graffiti, flags or badges and social media post on either a personal, professional account or any accounts and groups relating to Luna
- Not answer any personal messages about coaching and booking lessons, all bookings should go through Go Team Up or the Luna Facebook/ Email accounts
- Not to train on their own where possible due to health and safety
- Not to have 1:1 sessions with under 18s or vulnerable adults without another coach/ volunteer or carer present

### Confidentiality and Safeguarding

- Respect the confidentiality of information provided to them concerning participants or fellow coaches
- Not abuse or misuse any relationship of trust or position of power or influence
- Not to be friends or follow any students under the age of 18 or vulnerable adult students on any social media platform
- Report promptly any concerns, or present evidence or other information concerning any abuse or neglect of a child or adult at risk or other matter within the scope of the Luna Safeguarding & Protecting Children Policy, and provide full particulars of the matter to the Welfare Officer
- Cooperate fully with the Welfare Officer and other relevant authorities when requested to disclose any documents, provide any evidence or other information and provide a written statement in connection with any investigation by Welfare Officer or other authority
- Not victimise, attempt to victimise or encourage the victimisation of any individual (or their parents, carers or dependents) for raising concerns or making a Complaint
- Inform the Owner of Luna and Welfare Officer if they are arrested for or charged with a criminal offence
- Inform the Owner of Luna and Welfare Officer of any criminal conviction, caution or warning issued by the police
- Complete all the relevant Luna employment checks are outlined in the Safeguarding and Protecting Children Policy

### Misrepresentation

- Not misrepresent their qualifications, registrations, affiliations or professional status
- Not to claim to represent Luna without the written consent and permission of the Owner of Luna