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Membership Rules for Individuals

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Document Control

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v1.0		New document adopted by Board and supersedes previous BG Membership Rules v13	

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INTRODUCTION

Everyone in gymnastics has a responsibility to create safe and uplifting experiences for all. British Gymnastics (hereafter “BG”/”Us”/”We”) acknowledges we all have a duty of care to safeguard the physical, emotional, and mental health of gymnasts and provide safe, positive and effective environments for activity to take place.

All BG Registered Clubs and Registered Delivery Partners have a responsibility to ensure participants are protected from unreasonable risk of harm due to their acts and omissions – this is legally termed ‘duty of care’.

Our Registered Clubs and Registered Delivery Partners could not exist without you, our members. Whether you are helping a Registered Club to operate, delivering the sport as a coach, instructor or judge, supporting clubs and partners through your volunteering, or experiencing the joy of taking part as a participant, you are the lifeblood of gymnastics. We believe every single member has a part to play in making the sport the very best it can be – safe, exciting, challenging and joyous. Every member has a responsibility to every other member to create safe spaces where everyone’s individual uniqueness, skills and abilities can be celebrated.

To make sure everyone understands this responsibility, these Membership Rules lay out the standards, requirements and expectations We have for You to be a valuable part of our gymnastics community. You should read them carefully and make sure the requirements are always met.

These Membership Rules set out the requirements for individuals to become a member of BG, including:

- The registration, cessation and general membership requirements and processes for individuals.
- The different categories of membership available.
- The requirements for individual members in Registered Club roles.
- The terms and benefits for Home Nation members.

The mandatory requirements for all BG members detailed in these Membership Rules are underpinned by the relevant BG policies, which each registered member agrees to be bound by. These policies include, but are not limited to:

- The Articles of Association.
- The safeguarding regulations and any associated procedures.

- The disciplinary regulations and any associated procedures.
- Any and all applicable policies and guidelines published by BG from time to time on its [website](#).

The reference within the [BG Articles of Association](#) to 'full members' shall, for the purpose of these Rules, refer to the following membership roles operating within BG Registered Clubs and/or BG recognised environments:

- Coach
- Activity Instructor
- National/Brevet Judge
- Complimentary (including all categories of Life and Honorary membership and other than staff directly employed by BG, Scottish Gymnastics or Welsh Gymnastics)
- Welfare Officers
- Affiliated Home Nation Association membership categories equivalent to the 'full member' categories of BG.

Full members are Voting Members of BG and are therefore entitled to receive notice of, attend and vote at general meetings. Upon the dissolution of BG, the liability of each full member is limited to the sum of £1.

Where there is any inconsistency between these Membership Rules for Individuals and the BG Articles of Association, the provisions of the Articles shall prevail. The interpretation of these Rules is the prerogative of the BG Board.

BG will collect and process personal data in accordance with the UK General Data Protection Regulation and the Data Protection Act 2018. Members' data will be used only for legitimate purposes connected with membership and participation in gymnastics. Full details are set out in the [Privacy Notice](#). Members are responsible for ensuring that the personal data they provide is accurate and kept up to date.

After reading this document, if you have any questions or concerns, please contact the [support team at BG](#) or your Home Nation equivalent.

ASSOCIATED POLICIES AND GUIDANCE

These Membership Rules should be read in conjunction with the following BG Policies, Rules and Regulations: [BG Policies and Guidance](#)

Registration Rules for Organisations
 Standards and Expectations
 Criminal Record Checks Policy & Guidelines
 Safeguarding Children: Safe Recruitment

Safeguarding Children: Safe Environment
Health and Safety Guidance: Coaching Practice
Health, Safety and Welfare Guidance – Safe Participation
Health, Safety and Welfare Guidance – Safe Trips

KEY DEFINITIONS

- **Gymnastics**

Used as a generic term for any form of gymnastics that is governed in any way by BG as the authorised National Governing Body for the sport.

- **Membership Rules/Rules**

Means the minimum standards set out in this document applicable to all members holding current membership.

- **Board**

Means the Board of Directors of BG.

- **Registered Club**

Means a club that has registered with BG in accordance with the process defined in Article 29 of the BG Articles of Association and in compliance with the section 1.1 of the BG Registration Rules for Organisations.

- **Registered Delivery Partner**

Means a leisure provider, multi-sport deliverer, coaching agency or any other such organisation that has a contractual agreement with BG specifically regarding their delivery of gymnastics activity to their defined leisure or educational participants.

- **Member/You**

Means an individual that has registered with BG and has paid the associated Membership Fee, in accordance with the membership process defined in Article 29 of the BG Articles of Association and in compliance with the section 3.1 of these BG Membership Rules for Individuals.

- **Territories**

Means the geographical boundaries of England, Northern Ireland, United Kingdom Overseas Territories and United Kingdom Crown Dependencies.

- **Affiliated Associations**

Means any Home Nation Gymnastics Associations and other gymnastics organisations who are recognised by the Board of BG, in accordance with Articles 29 and 33 and the BG Affiliated Associations policy, as Affiliated Associations, including:

- British Schools Gymnastics Association (BSGA)
- English Gymnastics Association (EGA) including the English Regions
- Gymnastics Northern Ireland (GNI)
- Isle of Man Gymnastics Association (IOMGA)
- The Scottish Gymnastics Association (SG)
- Welsh Gymnastics (WG)
- And other organisations connected to BG including Gymnastics clubs located in Gibraltar and in United Kingdom Overseas Territories and United Kingdom Crown Dependencies.

- **Membership Fee**

Means the fee paid on application, upgrade or renewal of individual membership to be recognised as a member and receive the associated services and benefits from BG.

- **Recognised Activity**

Means the activity that is recognised by the insurers of BG as gymnastics and non-gymnastics activity covered by the insurance policy provided.

- **Recognised Environment**

Means the types of environments recognised and insured by the insurers of BG in which gymnastics and non-gymnastics activity covered by the insurance policy provided can take place.

Membership Rules for Individuals

RULES APPLICABLE TO ALL MEMBERS

This section sets out the Membership Rules that apply to all members, irrespective of how you take part in gymnastics. These are minimum standards and must be adopted and adhered to at all times. Where there are additional membership requirements or terms specific to roles within the sport, these have been defined in the relevant sections below or in the Appendices.

1. MEMBERSHIP APPLICATION

- 1.1. By applying for membership of BG, each member agrees to be bound by:
- The BG Articles of Association.
 - These Membership Rules for Individuals, including any applicable Standards and Expectations or policies either included or referenced within these Rules.
 - The safeguarding regulations and associated procedures.
 - The disciplinary regulations and associated procedures; and
 - Any and all applicable regulations, policies, requirements, codes of practice or guidelines associated with membership of individuals and published at any time by BG, and any conditions applicable to their category of membership.

2. CATEGORIES OF MEMBERSHIP

BG has a number of categories of membership that are related to the members activity within the sport. Each member should ensure they apply for and maintain the correct type of membership relevant to their role in gymnastics:

2.1 ENHANCED MEMBERSHIP:

This membership type is for:

- 2.1.1. Members that hold and are actively using a Level 2 Certificate in Coaching Gymnastics (in any discipline) or above, or a Foundation Coach qualification, or Gymnastics Activity Instructor qualification (or an equivalent qualification recognised by BG); or
- 2.1.2. Any person whom the Board decides has rendered exceptional or distinguished services to BG and, in recognition of such service, has been awarded complimentary status, including Life Membership, Honorary Life Membership or any other Honorary membership award: or

- 2.1.3. Members that are provided with Complimentary status by virtue of:
- 2.1.3.1. being directly employed by BG (or Scottish Gymnastics (“SG”) or Welsh Gymnastics (“WG”)); or
 - 2.1.3.2. being engaged by BG in specific committee roles that have a benefit of Complimentary status for a fixed duration as defined by the BG; or
 - 2.1.3.3. having historically accepted a one-off opportunity to purchase a continual BG membership for life; or
 - 2.1.3.4. being engaged in a contract for services with BG where Complimentary status is included within such contract terms; or
 - 2.1.3.5. Such other persons as the Board may decide in its absolute discretion shall benefit from Complimentary status:
 - 2.1.3.5.1. The Board may in its absolute discretion at any time declare Complimentary status to any member of BG.
 - 2.1.3.5.2. The Board reserves the right to revoke a Complimentary status as it sees fit and where it is of the opinion that it is in the interests of BG to do so.
 - 2.1.3.6. Complimentary status shall cease (as applicable):
 - 2.1.3.6.1. on the date the employee ceases to be a direct employee of BG, SG or WG.
 - 2.1.3.6.2. on the date the member ceases his or her engagement for BG in the specific committee role that has the benefit of Complimentary status; or
 - 2.1.3.6.3. on a date otherwise determined by the Board.
 - 2.1.3.7. There is no annual fee for members afforded Complimentary status.
 - 2.1.3.8. All Enhanced members, with the exception of some Complimentary status, must be aged 18 years or over.
 - 2.1.3.9. Where the coaching, instructing or judging qualification is not being used in any capacity the qualifications should be formally disabled by [contacting BG Member Services](#).
- 2.1.4. Further information and requirements for the club role of Head Coach can be found in Appendices 03.

2.2. NATIONAL MEMBERSHIP:

This membership type is for:

- 2.2.1. Members that hold and are actively using a Level 1 Assistant Coach Award (in any discipline), or an Assistant Foundation Coach qualification or an equivalent qualification recognised by BG; or

- 2.2.2. Coaches that are in the temporary coaching licence period of the international or domestic qualification transfer process; or
- 2.2.3. Members that are competing in any competition where the rules are written by an international governing body or the domestic National Technical Committee for that discipline and the competition is organised or delivered by the international governing body, BG or an Affiliated Home Nation Association with the exception of IoMGA or GNI.
- 2.2.4. Where the coaching, instructing or judging qualification is not being used in any capacity the qualifications should be formally disabled by [contacting BG Member Services](#).
- 2.3. **COMPETITIVE MEMBERSHIP:**
This membership type is for:
- 2.3.1. Members that are competing in any competition where the rules are written by an international governing body or the domestic National Technical Committee for that discipline and the competition is organised or delivered by a BG registered organisation but is not organised or delivered by the international governing body, BG or any Affiliated Home Nation Association.
- 2.3.2. Members must be a minimum of seven years of age by the end of the calendar year in which Competitive membership is applied for.
- 2.4. **COMMUNITY MEMBERSHIP:**
This membership type is for:
- 2.4.1. Members that are at least one year old and are taking part in recreational and/or non-competitive gymnastics activity, including participants of any age.
- 2.4.2. Members that hold a BG recognised Judging qualification at any level; or
- 2.4.3. Members that are carrying out the following roles in any BG Registered Club:
- 2.4.3.1. Club Welfare Officer;
 - 2.4.3.2. Club Manager;
 - 2.4.3.3. Club Administrator;
 - 2.4.3.4. Members that have completed the Gymnastics/Trampoline Helper accreditation (or an equivalent accreditation recognised by BG);
 - 2.4.3.5. Participant in the My Leadership Academy programme.
- 2.4.4. The following Community Membership roles must be aged 18 years or over:
- 2.4.4.1. National/Brevet Judge.
 - 2.4.4.2. Welfare Officer.
 - 2.4.4.3. Club Manager/Club Administrator.

2.4.5. Further information and requirements for the club roles of Club Manager and Club Welfare Officer can be found in Appendices 01 and 02.

2.5. SPORT SUPPORT SERVICES REGISTRATION:

This is a Registration with BG and not a category or type of BG membership, and is required for:

2.5.1. Persons providing ancillary sport services directly to members within BG registered clubs who are not involved, in any capacity, in the direct independent delivery of gymnastics through the coaching, instructing, judging or supervision of participants;

2.5.2. Examples of Sport Support Services providers could be, but are not limited to:

- 2.5.2.1. Choreographers and associated provision of dance/artistry services (i.e. ballet teachers).
- 2.5.2.2. Strength & Conditioning coaches (including any type of fitness/training specialists).
- 2.5.2.3. Nutritionists and other unregulated wellbeing practitioners (e.g. massage, therapists).
- 2.5.2.4. Sports psychologists and associated psychological support service providers.
- 2.5.2.5. Physiotherapists and other regulated, associated physical health service providers (e.g. chiropractors etc.).
- 2.5.2.6. Other regulated medical practitioners including any associated health related service providers (e.g. injury recovery specialists, holistic therapies etc.).
- 2.5.2.7. Other accredited Sport Scientists (e.g. Sports Physiologist or Performance Analyst).

2.5.3. As Sport Support Services providers are not members of BG, there are no member benefits provided.

2.5.4. Where additional categories of membership exist that relate specifically to an Affiliated Home Nation Association the rules relating to that membership category shall be provided by the Affiliated Home Nation Association directly.

2.5.5. Further information relating to the requirements of Sport Support Service registration can be found in Appendix 04.

3. MEMBERSHIP AND RENEWAL OF MEMBERSHIP

3.1. The annual fee for members is due each year on the first day of the month in which the membership term first commenced or was upgraded.

3.1.1. The cost of the annual fee is set each year by the BG Board.

- 3.1.2. A person may be admitted as a member but must not undertake any role in gymnastics unless they have met all pre-requisites applicable to the role they undertake, as set out in these Rules or in any applicable BG policies.
- 3.1.3. No person may be admitted as a member unless they have completed a membership application, online via the BG online registration system (or any BG-sanctioned Home Nation equivalent online registration system) either directly or through their BG Registered Club, including any such consents that are required to meet regulations or legislation in force from time to time. Where a person is under 16 years of age at the point of application, an authorised parent/carer must apply on their behalf for admission as a member or for renewal/upgrade of their membership. The submission of their membership application by the parent/carer to BG (or an Affiliated Association) shall sufficiently signify their agreement to these Membership Rules for Individuals. If a member joins BG via their registered club, the application by the club shall sufficiently signify the individual's agreement to these Membership Rules for Individuals.
- 3.1.4. The Board or any person or group that has delegated authority, may approve any membership applications made in accordance with these Rules.
- 3.1.5. The Board or any person or group that has delegated authority, reserves the right to refuse to approve or renew an application for membership as it sees fit, and where it is of the opinion that it is in the interests of BG to do so.
- 3.2. Membership and renewal of all categories of membership is conditional upon:
- 3.2.1. Full payment by the member, either directly or via their Registered Club, of the relevant Membership Fee. Where subscription has been selected by the member and the payment transaction is automated, the payment will be deemed to be received when the transaction is authorised and the payment requested from the issuing institution.
- 3.2.2. the category of membership being applied for being appropriate to the type of gymnastics activity being carried out by the member.
- 3.2.3. the Member declaring to the club or clubs to which they will be attending, in whatever capacity, any information which may help the club to ensure they are providing a safe environment. Members are encouraged to share with the club any information about access needs, health conditions (including allergies), or other relevant considerations that may support their safe and inclusive participation in club activities. This may include details that may require reasonable adjustments or additional risk assessments by the Registered Club or BG to ensure an environment that is safe, welcoming, and responsive to the member's needs.

- 3.2.4. Completion through BG of a criminal record check as necessary for the role being undertaken, in accordance with [BG Use of Criminal Records Checks Policy](#) (or Affiliated Home Nation Association equivalent).
- 3.2.5. compliance with the conditions of insurance imposed from time to time by the insurers of BG, including the member not acting in any way which may invalidate any insurance policy of BG.
- 3.2.6. compliance with all applicable terms of these Rules.
- 3.3. Provided the member has paid their Membership Fee on or before the relevant date for their type of membership (renewal date) in the relevant year, they will be entitled to apply to renew their membership. Any Membership Fee paid at the point of application will be processed by BG upon receipt, irrespective of whether the application is subsequently approved.
- 3.3.1. If an application is accepted, the Membership Fee is non-refundable and the start date of the membership, as indicated by the date of application, shall be set to the first day of the month in which the application was completed, and cannot be changed.
- 3.3.2. If a membership is renewed before the end of the existing membership period, the new membership will automatically commence on the first day of the month in which the renewal application was completed and cannot be changed and the renewal date amended to 12-months from that new start date.
- 3.3.3. If a membership is upgraded during a membership period, the new upgraded membership start date shall be set to the first day of the month in which the application was completed, and cannot be changed, and the renewal date amended to 12-months from that new start date.
- 3.3.4. If an application is not accepted, the Membership Fee received by BG will be returned to the applicant.
- 3.4. The applicant must provide any other information which BG may reasonably require to consider the suitability of the applicant's membership.
- 3.5. A member of BG may, but need not be, a member of one or more BG Affiliated Associations.
- 3.6. The UK Anti-Doping Rules are the anti-doping rules of BG and apply to all participating members for a minimum of 12 months from the commencement of membership, in accordance with the BG Anti-Doping Policy and Procedure, whether or not the member is a citizen of, or resident in, the UK.
- 3.7. Benefits for all membership categories are as published at any time by BG, including on the [BG website](#).

1. CESSATION OF INDIVIDUAL MEMBERSHIP:

- 1.1. Any member who does not renew their membership shall be deemed to have resigned their membership with effect from the relevant renewal date for their membership (Expiry Date). This includes the immediate cessation and withdrawal of any membership benefits, including insurance provision, from that Expiry Date, unless the Board decides otherwise.
- 1.2. The Board considers that conviction of any criminal offence (other than minor road traffic offences) may, depending on the seriousness of the offence and its circumstances, be incompatible with membership of BG.
- 1.3. The Board views the following types of conduct as extremely serious and any allegations of this nature about a member may lead to temporary suspension of membership, and if the allegation is proved, expulsion or another form of sanction:
 - 1.3.1. Sexual offences.
 - 1.3.2. Offences against children, young people or adults at risk, encompassing all forms of abuse including neglect, physical, sexual, emotional/psychological and domestic abuse.
 - 1.3.3. Offences against the person (Assault).
 - 1.3.4. Financial crime including fraud.
 - 1.3.5. Theft.
 - 1.3.6. Criminal damage.
 - 1.3.7. Alcohol, drug or substance misuse-related offences.
- 1.4. The above list is not exhaustive but is provided to highlight the most serious conduct. The Board or any person or group that has delegated authority reserves the right to consider any criminal convictions, other findings of fact or any other significant information concerning a member's suitability to retain membership and make a determination on a case-by-case basis.
- 1.5. Any member that is invited in for police questioning, arrested, cautioned or in any way involved in an investigation related to safeguarding or child protection by any statutory agency, a BG Registered Club or their employer, must inform BG immediately, providing any information required for BG to make an assessment of risk under the safeguarding regulations. This includes providing the outcome of any such investigation to BG once concluded. Failure to inform BG is deemed to be misconduct under the relevant disciplinary regulations.
- 1.6. The membership of any person who is found to have been convicted or cautioned for a relevant criminal offence as listed in Rule 4.3.1 and 4.3.2 shall be revoked with immediate effect and that member shall not be admitted or re-admitted to any category of membership until the Board (having been made

aware at the time of application of the reason for the previous expulsion) has specifically agreed to their admission or re-admission.

- 1.7. BG may [publish on its website](#), subject to redactions where required, disciplinary decisions and sanctions in line with the Disciplinary Regulations, including the names and roles of members who have been banned/expelled from BG.
- 1.8. A person who ceases to be a member by virtue of their request to withdraw from membership in accordance with Article 32.3, or by virtue of their failure to comply with the conditions of membership, as set out in Article 32.4 or who has been required to withdraw from membership in accordance with Articles 32.1 and 32.2, shall not be admitted or re-admitted to any category of membership until the Board or any person or group that has delegated authority (having been made aware at the time of application of the reason for the previous cessation of membership) has specifically agreed to their admission or re-admission.
- 1.9. A member who has been suspended from membership, with the exception of interim suspensions, in accordance with Article 31 and/or the safeguarding regulations or disciplinary regulations shall, for as long as they remain suspended, be deemed to have resigned their membership of BG for all purposes except that they shall remain bound by and subject to the conditions of membership set out in Article 30.
- 1.10. A person whose membership naturally expires during a period when they are subject to an interim suspension from membership, or at a time when any complaint or disciplinary proceeding is pending against them, in accordance with any applicable regulations, shall:
 - 1.10.1. remain subject to the Articles, these Rules and the Regulations insofar as they relate to the suspension, complaint or disciplinary proceedings.
 - 1.10.2. No longer be afforded any of the benefits associated with membership unless access to specific membership benefits has been expressly agreed in writing by a member of the Board of BG.
 - 1.10.3. not be admitted or re-admitted to any category of membership until the Board or any person or group that has delegated authority (having been made aware at the time of application of the matters giving rise to the suspension, complaint or disciplinary proceedings) has specifically agreed to their admission or re-admission.
- 1.11. The Board may make any admission or re-admission to membership subject to such conditions as it sees fit.
- 1.12. If a member ceases to be a member under these Rules for whatever reason, no part of the Membership Fee will be refunded unless the Board decides otherwise.

1.13. In accordance with Article 32.3, a member may withdraw from membership by giving 14 calendar days' notice to BG in writing to memberservices@british-gymnastics.org.

1.13.1. Where a notice of withdrawal is received after BG has been notified of a matter, allegation or complaint that may give rise to a formal investigation, suspension, or disciplinary proceedings, the withdrawal of membership may not be accepted by the Board at their absolute discretion.

2. CHANGES TO THE MEMBERSHIP ADMISSION PROCESS AND/OR MEMBERSHIP FEE

The Board reserves the right to amend these Rules without notice including, in particular:

2.1.1. the application and admission requirements of any or all categories of membership.

2.1.2. the Membership Fee payable by members.

2.1.3. The Board may not increase Membership Fees retrospectively.

2.1.4. The Board may amend the Membership Fee to be paid by the different categories of membership, having regard to any relevant circumstances (including in particular financial hardship) that may impact on a member's ability to pay the Membership Fee (in which case the Board or any person or group that has delegated authority may exercise discretion to reduce or waive the annual subscription fee or agree to an appropriate payment plan, as the Board or any person or group that has delegated authority deems appropriate).

APPENDIX 01

1. MEMBERS IN CLUB ROLES – CLUB MANAGER

Each Registered Club must appoint and maintain in place at least one member to carry out the role of Club Manager. The member completing this role has responsibility and authority for the day-to-day operation and management of the club and is required to maintain their BG membership in the relevant category. The responsibilities of that role include, but are not limited to:

- 1.1 Ensuring that every person who is a member or who is associated with the Registered Club, in the capacity of participation, delivery, safeguarding or administration of any gymnastics activity, is registered with BG and holds current BG membership in the appropriate category as set out in these Rules. This also includes ensuring any person delivering Sport Support Services is appropriately registered with BG as a Sport Support Service provider.
- 1.2 Ensuring that [BG Safe Recruitment policy and procedures](#) for the recruitment of staff, contractors and volunteers are followed and all appropriate existing staff or volunteers have up-to-date criminal records checks at the appropriate level, which may include international police checks.
- 1.3 Ensuring that robust and effective policies and procedures are in place to create and maintain a safe and child-centred environment. Support with policies and procedures can be found at [Club Hub Resources](#).
- 1.4 Ensuring that codes of conduct are in place for club staff and volunteers/officials, participants, and parents/carers. Support with creating codes of conduct can be found at [Club Hub Resources](#).
- 1.5 Ensuring the details of all incidents and accidents, including health and safety near-misses, are recorded, including the reporting requirements for BG as defined in rule 2.7.2 of the Registration Rules for Organisations, and the information utilised to ensure improvements in practice are defined and deployed.
- 1.6 Working in conjunction with the club Welfare Officer to ensure that robust safeguarding policies and implementation plans are in place and the welfare of participants is promoted, including ensuring that the Welfare Officer(s) details, including contact details, are readily available to all club members and the process for reporting a concern is clear and accessible.
- 1.7 Working in conjunction with the Head Coach to ensure that all coaches/instructors associated with the Registered Club have obtained the minimum standard of BG recognised coaching qualifications for the activity in which the members of the

Registered Club are participating, including ensuring independent delivery and supervision requirements are met at all times.

- 1.8 Working in conjunction with the Head Coach to ensure coach to gymnast ratios defined by BG are adhered to at all times activity is taking place.
- 1.9 Working in conjunction with the overall club management team to ensure that there are sufficient personnel that hold relevant and certified First Aid training to ensure there is suitable on-site first aid provision and first aid equipment/supplies at all times the Registered Club is operational.

APPENDIX 02

2.MEMBERS IN CLUB ROLES – CLUB WELFARE OFFICER

Each Registered Club must appoint and maintain in place at least one member to carry out the role of Club Welfare Officer. The member completing that role is required to meet and maintain the following specific requirements:

- 2.1 Ensuring they maintain their BG membership in the relevant category.
- 2.2 Ensuring that prior to commencing the role they obtain and subsequently renew every three years or maintain annually via the [DBS Update Service](#), an enhanced criminal records check (or Affiliated Home Nation equivalent).
- 2.3 Ensuring that prior to commencing the role they successfully complete a BG recognised Safeguarding and Protecting Children training course, renewed every three years or maintain with the BG refresher (or Affiliated Home Nation equivalent).
- 2.4 Ensuring that prior to commencing the role they complete the BG Welfare Officer training (or Affiliated Home Nation equivalent).
- 2.5 Ensuring that prior to commencing the role they complete any additional continuous professional development (CPD) or accreditations that BG requires mandatory completion by Welfare Officers and complete any future CPD requirements as they become mandatory.
- 2.6 Ensuring they are free from any conflict of interests and able to operate independently and effectively within the Registered Club and specifically **must not be**:
 - 2.6.1 the Head Coach.
 - 2.6.2 a senior member of the coaching team.
 - 2.6.3 a senior member of the management team where that management role has responsibility for, or line management of, any of the coaching team, or
 - 2.6.4 related to or living with any of those role holders.
- 2.7 Where the role holder also holds a management position within the Registered Club, there must be additional independent Welfare Officers to ensure impartiality can be maintained.
- 2.8 The general responsibilities of that role include, but are not limited to:
 - 2.8.1 Ensuring they are empowered by the Registered Club to lead the safeguarding culture and challenge any actions, attitudes or behaviours that could give rise to any potential safeguarding concerns.

- 2.8.2 Ensuring they promote safeguarding and provide a safe environment for children and adults at risk.
- 2.8.3 Assisting the club to put in place policies and implementation plans for safeguarding and promoting welfare.
- 2.8.4 Being the first point of contact for club staff and volunteers, participants and parents/carers for any issue concerning safeguarding, poor practice, or potential/alleged abuse. This includes ensuring that they physically attend the club regularly and their details, including contact details, are readily available to all club members, and the process for reporting a concern is clear and accessible.
- 2.8.5 Ensuring that all safeguarding incidents are correctly recorded, reported and referred in accordance with [BG guidelines](#).
- 2.8.6 Supporting the Club Manager to ensure that all relevant club personnel access appropriate safeguarding training.
- 2.8.7 Supporting the Club Manager to ensure that [BG Safe Recruitment policy and procedures](#) for the recruitment of staff and volunteers are followed and all appropriate existing staff or volunteers have up-to-date enhanced criminal records checks.
- 2.8.8 Maintaining local contact details for Children's Social Care Services, the Police and Local Authority Safeguarding panels.
- 2.8.9 Supporting the Club Manager to ensure that codes of conduct are in place for club staff and volunteers/officials, participants, and parents/carers.
- 2.8.10 Advising club management on safeguarding issues on a legitimate 'need to know' basis.
- 2.8.11 Ensuring confidentiality is maintained and information is only shared on a genuine 'need to know' basis.
- 2.8.12 Attending Club Management meetings to provide an update on safeguarding within the club environment, including attending senior management, director, committee or trustee meetings to represent safeguarding and ensure it is a central focus in the operation and development of the Registered Club.
- 2.8.13 Ensuring there is suitable and sufficient First Aid provision at all times the club is operational to ensure the welfare and safety of the participants is prioritised.

APPENDIX 03

3. MEMBERS IN CLUB ROLES – HEAD COACH

Each Registered Club must appoint and maintain in place at least one member to carry out the role of Head Coach. The member completing that role is required to meet and maintain the following specific requirements:

- 3.1. Ensuring they holds a Level 2 Certificate in Coaching Gymnastics (in any discipline) or above, or a Foundation Coach qualification, or Gymnastics Activity Instructor qualification (or BG recognised equivalent) to carry out the role of Head Coach.
- 3.2. Ensuring they maintain their BG membership in the relevant category.
- 3.3. Ensuring that prior to commencing the role they obtain and subsequently renew every three years or maintain annually via the [DBS Update Service](#), an enhanced criminal records check (or Affiliated Home Nation equivalent).
- 3.4. Ensuring that prior to commencing the role they successfully complete and subsequently renew every three years, a BG recognised Safeguarding and Protecting Children training course or the BG refresher (or Affiliated Home Nation equivalent).
- 3.5. Ensuring that prior to commencing the role they complete any additional CPD or accreditations that BG requires mandatory completion by coaches and complete any future CPD requirements as they become mandatory.
- 3.6. The general responsibilities of that role include, but are not limited to:
 - 3.6.1. Working in conjunction with the Club Manager to ensure all coaching practices deployed within the Registered Club by themselves and any other members of the coaching team (including accredited Helpers and Assistant Coaches) is in line with the safe practice expectations defined within relevant policies, qualifications, accreditations and CPD, and in accordance with the Standards and Expectations applicable to all members.
 - 3.6.2. Working in conjunction with the Club Manager to ensure that all coaches associated with the Registered Club have obtained the minimum standard of BG recognised coaching qualifications for the activity in which the members of the Registered Club are participating, including ensuring independent delivery and supervision requirements are met at all times.
 - 3.6.3. Ensuring that coach to gymnast ratios defined by BG are adhered to at all times activity is taking place.

3.6.4. Ensuring the coaching team understand and apply the protocols related to accidents, incidents, injuries, administration of First Aid and all associated reporting processes.

APPENDIX 04

SPORT SUPPORT SERVICE PROVIDERS

4. Sport Support Service Registration

- 4.1. Where a Sport Support Services provider also holds gymnastics coaching or instructing qualifications higher than UKCC Level 1 (or BG-recognised equivalent) or judging qualifications of Club Judge or higher, they should hold the appropriate membership category for those qualifications.
- 4.2. Where the coaching, instructing or judging qualification is not being used in any capacity, including in the delivery of any Sport Support Services, the qualifications should be formally disabled by [contacting BG Member Services](#).
- 4.3. Any activity carried out by a Sport Support Services provider that may be deemed by BG as coaching, instructing or judging will be considered to be a breach of these Membership Rules for Individuals.
- 4.4. The Sport Support Services provider is responsible for evidencing to the Registered Club in which they are carrying out their role:
 - 4.4.1. the validation of any professional accreditation or qualification relating to the individual's provision of services;
 - 4.4.2. that they hold appropriate and comprehensive insurance specific to the role they are undertaking;
 - 4.4.3. ensuring that any regulated health/medical professionals only operate within their scope of practice as set out in accordance with Health and Care Professions Council (HCPC) Scope of Practice or equivalent standards set by the applicable medical regulator e.g. General Medical Council (GMC).
- 4.5. The annual renewal for Sport Support Services providers is due on the same date each year as their registration term commenced unless otherwise decided and communicated by the Board. The cost of any annual fee is set each year by the Board.
- 4.6. No person may be registered as a Sport Support Services provider unless they have met any pre-requisites and completed an application online via the BG online registration system or via the BG Registered Club they are providing the services to, or any BG-sanctioned Home Nation equivalent online registration system.
 - 4.6.1. The Board, or any person or group that has delegated authority, may approve any Sport Support Services registration applications made in accordance with Rule 9.6.
 - 4.6.2. The Board, or any person or group that has delegated authority, reserves the right to refuse to approve, or renew an application for Sport Support Services

registration as it sees fit and where it is of the opinion that it is in the interests of BG to do so.

4.7. All Sport Support Services providers must be aged 18 years or over.

4.8. All Sport Support Services providers must familiarise themselves with the relevant BG policies and ensure their activity adheres to such requirements as set out in those policies at all times when operating in a BG Registered Club.

APPENDIX 05

5. AFFILIATED HOME NATION MEMBERS

Individuals becoming a member of BG as a result of their membership with a Home Nation or other Affiliated Association may have different benefits to those provided to members joining directly with BG. Any and all benefits for BG members, as published at any time by, refer to member benefits for members joining directly with BG or via a BG Registered Club.

- 5.1. Where a Home Nation or other Affiliated Association membership operates on a different structure to that of BG membership, with the result that their Home Nation membership may terminate during a BG membership year:
 - 5.1.1. the BG membership provided as a result of a Home Nation or Affiliated Association membership shall deem to immediately terminate at the same time as the Home Nation or Affiliated Association membership.
 - 5.1.2. any benefits associated with any BG membership provided as a result of a Home Nation or Affiliated Association membership shall cease at the same time as the membership termination.
 - 5.1.3. If an Affiliated Association, including Home Nation Association, ceases to be an Affiliated Association, or the formal agreement between BG and that Affiliated Association ceases or terminates, the BG membership associated with that Home Nation or Affiliated Association membership will immediately terminate at that time.
- 5.2. The following Home Nation variations apply:
 - 5.2.1. **English Gymnastics (EGA)** – Members joining directly with BG with their Registered Club within the geographical territory of England (including Gibraltar or any other United Kingdom Overseas Territories and United Kingdom Crown Dependencies that are affiliated to BG at that time) are deemed by virtue of the Memorandum of Understanding between BG and EGA to automatically be members of EGA and are provided with all of the benefits associated with membership of BG.
 - 5.2.2. **Gymnastics Northern Ireland (GNI)** – Members joining directly with BG with their Registered Club within the geographical territory of Northern Ireland are deemed, by virtue of the Memorandum of Understanding between BG and GNI, to automatically be members of GNI and are provided with all of the benefits associated with membership of BG.
 - 5.2.3. **Isle of Man Gymnastics Association (IOMGA)** – Members joining directly with BG with their Registered Club within the geographical territory of the Isle of Man are deemed, by virtue of the Affiliation with BG, to automatically be members of IOMGA and are provided with all of the benefits associated with membership of BG.

5.2.4.Scottish Gymnastics (SG) – Members joining SG with their Registered Club within the geographical territory of Scotland (hereafter referred to as SG & BG Members), are deemed by virtue of the Partnership Agreement between SG and BG, to automatically be Joint Members of BG, although some of the member benefits may be provided by SG directly, including but not restricted to:

- 5.2.4.1. The provision of comprehensive insurance for all categories of membership.
- 5.2.4.2. The provision of Wellbeing and Safe Sport, including relevant legislation, policies, procedures and processes.
- 5.2.4.3. The provision of member benefits provided through sponsorship or commercial arrangements that SG may hold with third parties, in addition to the member benefits provided by BG through sponsorship or commercial arrangements.
- 5.2.4.4. Access to the SG competition and festival programme delivered directly by SG or any partners they may have.
- 5.2.4.5. The accrediting body for BG recognised coaching and instructing qualifications.

5.2.5.Welsh Gymnastics (WG) – Members joining WG with their Registered Club within the geographical territory of Wales (hereafter referred to as WG Associate Members) are deemed, by virtue of the Service Agreement between WG and BG, to automatically be Associate Members of BG. Some of the member benefits available to Affiliated Association or Joint Members may be materially different from those available to Associate Members, or may not be available at all, including but not limited to:

- 5.2.5.1. There is no provision of any insurance by BG.
- 5.2.5.2. There is no provision of Member Services and/or Membership Support via any relevant channel that is managed in its entirety by BG unless the matter relates to a service or benefit provided directly by BG to the Associate Member.
- 5.2.5.3. There is no provision of digital platforms directly to WG members by BG with the exception of digital learning platforms related to member learning and development.
- 5.2.5.4. There is no provision of digital content, including but not limited to, electronic communication related to benefits and services provided directly by WG and any membership information, directly to WG members by BG.
- 5.2.5.5. In addition, some benefits may be provided directly and solely by WG, including but not restricted to:
 - 2.2.1.1.1. The provision of comprehensive insurance for all categories of membership.
 - 2.2.1.1.2. The provision of Wellbeing and Safe Sport, including relevant legislation, policies, procedures and processes.
 - 2.2.1.1.3. The provision of member benefits provided through sponsorship or commercial arrangements that WG may hold with third parties.

- 2.2.1.1.4. Access to the Welsh competition and festival programme delivered directly by WG or any partners they may have.
- 2.2.1.1.5. The provision of any territory-specific recreational or development programmes provided in addition to the benefit of BG's Rise Gymnastics Programme and Award Scheme.
- 2.2.1.1.6. The provision of digital platforms directly by WG in replacement of those provided to Associate or Joint members by BG.
- 2.2.1.1.7. The provision of digital content, including but not limited to, electronic communication and membership packs, directly to WG members by WG.
- 2.2.1.1.8. The provision of Customer Support and/or Membership Support via any relevant channel that is managed in its entirety by WG.

5.2.6. Throughout these Rules, any reference whatsoever to membership shall be deemed to take into account any specific differences or limitations including, but not limited to, those referenced in these Rules.

5.2.7. The Associate or Joint Membership differences or limitations shall apply to all categories of individual membership.

5.2.8. Specific details regarding any member benefit provided directly by an Affiliated Association, including Home Nation Associations, will be provided by that organisation and any queries relating to them should be directed to the organisation providing them.

APPENDIX 06

6. RECOGNISED ENVIRONMENT AND RECOGNISED ACTIVITY

BG RECOGNISED ENVIRONMENT:

6.1 Coaches, Instructors and Members

For the purposes of these Membership Rules a Recognised Environment as defined by the insurers of BG is:

- A BG registered club or BG registered club-arranged event.
- A BG registered leisure centre in respect of coached sessions involving participants registered to BG.
- An event organised and/or run by BG or a BG affiliated organisation.
- A school gymnastics class, including extra-curricular gymnastics classes provided to pupils of the school by the school, either held at the school or hosted on behalf of the school within a BG Registered Club venue.
- An environment deemed suitable by British Gymnastics Foundation (BGF) for the delivery of the BGF Love to Move programme by BGF accredited deliverers involving appropriate non-member participants.

BG RECOGNISED ACTIVITY:

Each member must ensure that any activity carried out within a Registered Club falls within the definition of Recognised Activity as defined by the insurers of BG and the Registered Clubs, as follows:

6.2 Registered Clubs

For the purposes of these Membership Rules a “Recognised Activity” of a Registered Club means:

- The delivery of BG disciplines and activities to members and non-members undertaken by a qualified BG coach or instructor.
- Training for and the participation in competitions and non-competitive participation activities.
- Training camps and holiday camps organised and/or run by the club.
- Public Gymnastics Displays by BG members.
- Gymnastics based parties, including birthday parties, when supervised by a BG registered coach.
- Social events and fund-raising events arranged by a Registered Club but excluding activities involving the participation in a BG discipline or activity by non-BG members but shall under no circumstances include any unsupervised Pay and Play or similar sessions.

- The delivery of the BGF Love to Move programme to appropriate participants, either as members or non-members, undertaken by a coach or deliverer that holds the relevant training accreditation as defined by BGF.
- The delivery of non-traditional gymnastics related activities where specific agreement has been obtained directly from BG by the club and the activities specifically agreed by BG and the **Insurer**.
- The delivery of Holiday Clubs/Summer Camps to either BG registered members or participants registered to the Block Registration Scheme for the following:
 - Supervision and coaching of gymnastic activity.
 - Supervision of low-risk, non-gymnastics activity within and around the club environment.
 - Supervision of non-gymnastic activities away from the club delivered by a third-party provider.

6.3 Coaches

For the purposes of these Membership Rules a “Recognised Activity” of a Coach means:

- Delivery of any BG discipline or activity carried out in a BG Recognised Environment, providing that the activity falls within the remit of a coach’s recognised training and qualifications.
- The delivery or supervision of a BG registered club-arranged event, party or holiday camp.
- The delivery of the BGF Love to Move programme, carried out in an environment deemed suitable by BGF for the delivery of such activities, where the coach has completed the relevant supplemental accreditation as defined by BGF.
- The delivery of non-traditional gymnastics related activities where specific agreement has been obtained directly from BG by the coach/club and the activities are within the knowledge and skills of the coach based on their qualification syllabi and specifically agreed by BG and the Insurer.
- The delivery of Holiday Club/Summer Camp activity to either BG registered members or participants registered to the Block Registration Scheme for the following:
 - Supervision and coaching of gymnastic activity.
 - Supervision of low-risk, non-gymnastics activity within and around the club environment.
 - Supervision of non-gymnastic activities away from the club delivered by a third-party provider.

6.4 Instructors

For the purposes of these Membership Rules a “Recognised Activity” of an Instructor means:

- Delivery of any BG discipline or activity carried out in a BG Recognised Environment, providing that the activity falls within the remit of an Instructors recognised training and qualifications.

- The delivery or supervision of a BG registered club-arranged event, party or holiday camp.

6.5 Members

For the purposes of these Membership Rules a “Recognised Activity” of a Member means:

- Participation in any BG discipline or activity carried out in a BG Recognised Environment under the coaching or supervision of a BG Coach
- Participation in a training camp or holiday camp organised and/or run by a BG Registered Club
- Participation in Public Gymnastics Displays organised and/or run by a BG Registered Club
- Participation in Gymnastics based parties, including birthday parties, when supervised by a BG registered coach and organised and/or run by a BG Registered Club
- Participation in Social events and fund-raising events organised and/or run by a BG Registered Club
- Participation in non-traditional gymnastics related activities where specific agreement has been obtained directly from BG by the club/coach and the activities specifically agreed by BG and the **Insurer**.
- Participation in Holiday Club/Summer Camp activity for the following:
 - Participation in gymnastic activity.
 - Participation in low-risk, non-gymnastics activity within and around the club environment.