



# Zero-Tolerance Bullying Policy

## Head Over Heels Gymnastics

### 1. Purpose

Head Over Heels Gymnastics is committed to providing a safe, respectful, and positive environment for all staff, athletes, and families. Bullying, harassment, or intimidation of staff will not be tolerated under any circumstances. This policy exists to protect staff and ensure a healthy training environment for athletes.

### 2. Scope

This policy applies to **all members of the gym community**, including but not limited to:

- Athletes
- Parents and guardians
- Family members
- Spectators
- Visitors
- Volunteers

This policy applies **on gym premises**, during classes, practices, competitions, events, travel related to gym activities, and **online or electronic communication** connected to the gym or its staff.

### 3. Definition of Bullying

Bullying is any repeated or severe behavior—verbal, physical, written, or electronic—that is intended to intimidate, threaten, demean, or harm a staff member.

Examples include, but are not limited to:

- Verbal abuse, yelling, insults, or name-calling
- Threats, intimidation, or coercion
- Disrespectful or aggressive confrontations
- Harassment based on role, authority, appearance, or personal characteristics
- Spreading rumors or false statements about staff
- Cyberbullying (emails, texts, social media posts, or messages)
- Undermining a coach's authority in front of athletes
- Repeated disrespectful complaints or harassment after boundaries are set

#### **4. Zero-Tolerance Statement**

Head Over Heels Gymnastics Club maintains a **zero-tolerance policy** toward bullying or harassment of staff. Any such behavior will result in **immediate action**, regardless of the individual's role, tenure, or relationship to the gym.

#### **5. Reporting Bullying**

- Staff members are encouraged to report any bullying behavior immediately to gym management or ownership.
- Reports may be made verbally or in writing.
- All reports will be taken seriously and handled promptly and confidentially to the extent possible.

#### **6. Investigation**

- Management will review all reports fairly and promptly.
- The studio reserves the right to act immediately if staff safety or well-being is at risk.
- Retaliation against anyone who reports bullying is strictly prohibited.

## 7. Consequences

Consequences may include, but are not limited to:

- Verbal or written warning
- Removal from the gym for the day
- Suspension from classes or events
- Termination of athlete enrollment
- Permanent ban from the facility
- In severe cases, involvement of legal authorities

Consequences may be applied **immediately**, without prior warning, depending on the severity of the behavior.

## 8. Expectations of Conduct

All members of the gym community are expected to:

- Treat staff with respect and professionalism
- Address concerns calmly and through appropriate channels
- Follow gym policies and staff instructions
- Model positive behavior for athletes

## 9. Acknowledgment

Enrollment at Head Over Heels Gymnastics Club signifies understanding of and agreement to comply with this policy. Failure to do so may result in loss of gym privileges.