

# Club Registration

Welcome to this checklist to help you fully register and become a member of the Gymnastic Britannia Family. If you follow the following guidelines it will help you setup and transition to becoming a great club.

Healthy Happy Coaches and Gymnasts come from a Healthy Happy Club!

## 1. First Steps

### Affiliate Your Club:

It is essential to register your club with GB and become a part of our family and ensure you enjoy the membership benefits

### Add Officials:

During registration, you need to add the names of all required officials, including the Head Coach (Minimum Level 2), Welfare officer, Secretary, and DBS / Access NI Verifier.

### Add Coaches:

### Add Gymnast membership.

## 2. Safeguarding

### Welfare Officer:

You should choose a welfare officer, who is not a administrator or coach within the club and is not living with or connected with the Head Coach.

### Safeguarding:

All helpers and coaches should be safeguarding trained to help protect the members and staff involved ages 16yrs+

### Welfare Provision:

Ensure all members know how to contact welfare.

## 3. Enhanced DBS

All coaches, helpers or people within the club that has contact with children or vulnerable adults must have an enhanced DBS Check or AccessNI.

### Accident Book:

Ensure you have an accident book and all accidents are submitted to GB when requested

### First Aid Provision:

You must ensure you have qualified first aid provision within the club.

## 4. More Information.

### Medical Form:

Ensure everyone fills out the form contacting all required information see Membership rules section 5.2 for content.

### Levels of Coach:

#### Level 2 Coach: Over 18yrs

Minimum level to run a club and session.

#### Grow Your Own Coaches:

Why not look at our scheme to train your members into coaches.

### Read Our Membership Rules

## Contact Details

Gymnastic Britannia Main Office	0333 8802691 or <a href="mailto:info@gymnasticbritannia.org">info@gymnasticbritannia.org</a>
Competition Information	<a href="mailto:info@gymnasticbritannia.org">info@gymnasticbritannia.org</a>
Courses	<a href="mailto:info@gymnasticbritannia.org">info@gymnasticbritannia.org</a>
Safeguarding / Child Protection Team	<a href="mailto:ethics@gymnasticbritannia.org">ethics@gymnasticbritannia.org</a>