

Code of Conduct

Effective October 2026 · Applies to athletes, coaches and staff, parents, guardians and visitors · Reviewed every year

Apex Gymnastics, LLC ("Apex") teaches gymnastics, ninja, cheer and dance to children at 2038 US Highway 8, Saint Croix Falls, Wisconsin. Its programs are Lil' Gymnasts, Recreation, Pre-Team, Team, Ninja, Cheer and Dance, plus birthday parties, camps and events. This Code sets the behavior expected of everyone who takes part. It works together with the Apex **Abuse and Misconduct Prevention Policy**, **Anti-Bullying Policy** and **Concussion Protocol**.

1. Everyone

- Treat every person with respect. Abusive, threatening, demeaning or discriminatory language or behavior is not allowed.
- Follow the gym's safety rules and the instructions of staff.
- No alcohol, illegal drugs, tobacco or vaping on gym property or at Apex events. No weapons.
- Respect the equipment and the building. Report damaged or unsafe equipment to staff at once.
- Report any injury, unsafe condition or concern to a coach or the Owner the same day.

2. Athletes

These rules come from the Apex Team Program Handbook and apply to every program, at a level that fits the athlete's age.

Listen to your coach

- Follow all instructions with full effort and without complaining.
- When a coach is speaking, listen with eye contact and stay still and quiet.
- Speak to coaches with respect. Honest questions are welcome; arguing, complaining and eye-rolling are not.

Be a good teammate

- Say only positive things to teammates. Give feedback on a skill only when asked, and give it kindly.
- Do not speak poorly of teammates, coaches or the gym, in person or online.
- Include teammates. If you cannot get along with someone, keep a polite distance.
- Bullying and hazing are never allowed (see the Anti-Bullying Policy).

Focus, work hard and stay safe

- Stay focused on the event you are on. If you need to rest, sit quietly without distracting others.
- Never try a skill or use equipment without a coach's permission and supervision.
- Wear safe clothing on events: a leotard, or a sports bra with shorts or leggings. No loose clothing.
- Phones, food and drinks stay in your cubby except at break or with a coach's permission. Help clean up at the end of break and practice.
- **Tell a coach right away if you are hurt, feel dizzy or unwell, or hit your head.**

3. Coaches and staff

These rules come from the Apex Coach's Handbook and Coach Development Handbook. "Staff" includes head coaches, assistant coaches and volunteers.

- **Be a role model.** Treat every athlete with patience, respect and encouragement. Correct firmly but kindly. No sarcasm, gossip, negative language or raised voices except in immediate danger.
- **Stay engaged.** Coach actively; do not watch passively. No phone use while coaching, except to record video for skill feedback. Break time is still coaching time.
- **Teach within your level.** Ask before teaching a skill, progression or policy you are unsure of. Volunteer coaches do not spot dangerous skills alone until a head coach confirms they are ready.
- **Be a good coworker.** Communicate respectfully, follow the Owner's directions, and do not speak poorly of coworkers, athletes or the gym.
- **Be dependable.** Tell your supervisor at once if you are sick or cannot coach. Fill in for other classes when needed.
- Follow the Abuse and Misconduct Prevention Policy and the Concussion Protocol at all times, and report any concern as those policies require.

4. Parents, guardians and visitors

- Support your athlete and every other athlete positively. Let the coaches coach. Bring questions or concerns to the coach or the Owner privately, not during class.
- Stay in the lobby or viewing area. Do not go onto the gym floor or equipment unless staff invite you.
- Supervise siblings and other children. Children who are not in a class may not use the equipment.
- Be on time for drop-off and pick-up.
- Treat staff, athletes, other families and meet officials with respect, in person and online.
- Photos and video of your own child are welcome. Do not post images of other children without their parent's permission.
- Make sure your athlete has a signed waiver on file. Team families: make sure your athlete has returned the signed Concussion Information Acknowledgment each season.

5. Consequences

Who	Steps, in order, as problems continue
Athletes	1) Verbal warning · 2) Sit-out from a few minutes to a whole event · 3) Parent called for early pick-up · 4) One-week suspension, no refund · 5) Removal from the program for at least a month, or permanent expulsion
Coaches and staff	1) Verbal warning · 2) Meeting with the Owner · 3) Suspension from coaching for one to two weeks · 4) Termination
Parents and visitors	1) Warning · 2) Asked to leave · 3) Banned from the facility, and the athlete's enrollment may end

Serious violations skip the steps. Abuse, violence, threats, harassment, weapons, drugs or alcohol, or any conduct that puts a child at risk leads to immediate removal and may be reported to the police.

6. Acknowledgment

Team athletes and their parents sign the Team Program Handbook every season. Coaches sign the Coach's Handbook before they start. This Code is available to every Apex family on request.

Alex Gold, Owner, Apex Gymnastics, LLC

Date

Apex Gymnastics, LLC · 2038 US Highway 8, Saint Croix Falls, WI 54024 · (715) 539-3333 · office@apexgymnast.com