

Altitude Gym Sports

CODE OF PROFESSIONAL RESPONSIBILITIES



This Code is designed to supplement the Coaches Code of Ethics and other club policies. Altitude

Gym Sports remains committed to its member protection policies and to maintaining the integrity of its personnel procedures.

This Code is a declaration of organisational values and a statement of enforceable standards of conduct. The procedures shall be consistent with current personnel policies and procedures and shall preserve rights of due process and confidentiality.

STANDARDS OF PROFESSIONAL CONDUCT

The Altitude Gym Sports Code of Professional Responsibilities provides that employees shall:

1. Comply with and abide by all rules and procedures operating within the club.
2. Comply with and abide by all State and Federal laws and regulations.
3. Comply with uniform, personal presentation and protective footwear requirements.
4. Maintain the highest professional standards.
5. Commit no act of forgery, or alteration of Altitude Gym Sports documents or records.
6. Commit no act of theft, damage or destruction of Altitude Gym Sports or property.
7. Cause no physical harm to any employee or client of Altitude Gym Sports.
8. Engage in no activity that obstructs the administration of disciplinary procedures or review and appointment procedures.
9. Make no unauthorised commitments or promises binding Altitude Gym Sports or any of its employees.
10. Not give preferential treatment to any organisation, corporation or individual where the employee has personal or financial interest, direct or indirect, which conflicts with the performance of one's duties. When awarding contracts or hiring staff where a conflict exists, one must excuse oneself from the decision-making process.
11. Use Altitude Gym Sports facilities, property and resources for the benefit of Altitude Gym Sports and its clients.
12. Treat all persons with respect and equality at the workplace.
13. Smile and maintain a friendly courteous and professional manner (Remember without our customers/clients we can't be in business).
14. Report offensive behaviour of a customer or another employee immediately to the Manager/supervisor.
15. Comply with Smoke-Free Policy.
16. Be sober and drug free when presenting for work.
17. Reduce the incidence of injuries by being responsible for good housekeeping.

18. Not bring the name and reputation of Altitude Gym Sports into disrepute by participating in anti-social behavior.
19. Do not engage in relationships (romantic or sexual in nature) with customers, regardless of age or persons.
20. Do not engage in social media "friendships" with customers of AGS. Ie do not add children or their parents as Friends on Facebook, Instagram etc.
21. Come into the gym clean and practice good hygiene before,after, and during each work shift.

EMPLOYEE'S CREED

I have read the Code of Professional Responsibilities and fully understand the requirements. I have raised issues that need further clarification with my Employer. I understand that the Code of Conduct is club policy and that a breach of this code will be subject to disciplinary action.

Employee NameSignature.....

Date.....