



## PROFESSIONAL CODE OF CONDUCT FOR COACHES AND STAFF

- All communication must include the parents for students under the age of 18. Hillcrest coaches and Staff cannot text or call a child unless the parent is included.
- Hillcrest Coaches cannot teach a child outside of business hours without a parent being present. Hillcrest Coaches are not permitted to teach students off-site at unsanctioned locations.
- Hillcrest Coaches and Staff are not permitted to provide transportation to students. Special circumstances must be brought to the attention of the General Manager, Marc Jacobs, with written permission from the parent needed and the student must sit in the backseat with seat belt fastened.
- Hillcrest Coach and Staff cannot make physical contact with a child in private whatsoever. During lessons and clinics on court, it is permissible for a coach in a professional, appropriate, and respectful manner to make physical contact in helping a child learn but first always giving respect to the child by asking for permission and never touching inappropriate areas.
- A permission waiver must be signed before any video or photos can be taken. All content is expressly for professional teaching purposes. If any photos or videos are taken for marketing or promotional purposes of a child or a small group, additional permission must be attained.
- All coaches and staff must have completed finger printing, police criminal background checks and child abuse checks every two years. This information will be available for all parents through request to the General Manager.