## **Our Code of Practice**

All Body Control Pilates Teachers are governed by a Code of Practice that relates to how they run their classes and work with clients. Adherence to the contents of this Code is a precondition for membership of The Body Control Pilates Association.

## All teaching members of the BCPA:

- Fully subscribe to the BCPA Code of Practice and recognise it as a minimum framework within which to work
- Hold relevant and valid qualifications, issued by a recognised Pilates body
- Will only work within the scope of such qualifications and will not instruct in areas in which he/she is not formally trained and certificated.
- Hold adequate and valid insurance cover, provided by a recognised organisation
- Hold a current certificate in CPR (Basic Life Support)
- Shall, at no time, misrepresent their qualifications or, similarly, misrepresent the BCPA.
- Shall ensure that any advertising or promotional material be wholly accurate in respect of
  qualification and services, and shall only feature references to the BCPA and other Pilates
  bodies in an approved and agreed way.
- Will handle all enquiries in a courteous and business-like manner. Enquirers will be informed at the earliest opportunity as to whether they may join a class, are put on a waiting-list or should make contact again at a later date.
- Will always display high personal standards.
- Will give full attention to the comfort and safety of clients at all times. Where a member leads a group class, such classes will normally have a maximum of twelve (12) participants, except where the member is assisted by another qualified teacher.
- Will only prescribe exercises that are wholly suitable for the age, experience and physical condition of the client. It is the teacher's responsibility to assess the client upon enrolment.
- Shall, when he/she has insufficient knowledge of, or no direct experience of, a specific client's condition, seek advice from another Pilates teacher with relevant experience or knowledge, or from a specialist practitioner.
- Will treat all information received from a client, or about a client from a practitioner, as wholly confidential. Such information shall not be released to a third party without the full consent of the client.
- Shall continue to develop their professional knowledge and competence in Pilates and related subjects by attending recognised events each year. This can be supplemented by personal study and by development work with other teachers.

## **Complaints Procedure**

If a member does not adhere to the content of this Code, or if a formal complaint is received concerning a BCPA member, the matter will be referred to the Body Control Pilates Association Council. The member concerned will be notified of the allegations and a hearing will be held to address the matter. The decision of the Council will be final.

Copyright Body Control Pilates Association