



Code of Conduct – Swimmers (under 18)

This code is something that you as a swimmer should refer to in relation to your rights as a swimmer. It details the respect you should expect but also which you should demonstrate to other members, what is expected of you in terms of listening and being listened to, and what is expected in terms of your behaviour as a member of the club.

As a member of our club, you have the right to:

- Feel safe and know how you can raise concerns.
- Be listened to.
- Be involved and contribute towards decisions within the club or activity.
- Be respected and treated fairly by every member of the club.
- Feel welcomed, valued and not judged based on your race, gender, sexuality, faith, ability or any other relevant characteristic.
- Be encouraged and developed with our help and support.
- Be looked after if there's an accident or injury and have your parents/guardians/emergency contact informed, where appropriate.

As a member of our club we expect you to:

- Be aware of Wavepower (and adhere to relevant guidance.
- Adhere to the Swim England regulations, Code of Ethics, Club Constitution and rules.
- Listen to your coach, behave responsibly and speak out when something isn't right.
- Never leave the premises (at either training or a competition) without agreeing it with your coach, teacher or team manager first. This is just as important for our adult members as well as those under 18.
- Make it to training and competitions on time and if you're running late, let a member of the club know.
- Make your coach or teacher aware if you have any difficulties attending training or competitions.
- Bring the right kit to training and competitions.
- Take care of equipment and premises as if they were your own.
- Support and encourage your team mates.
- Respect volunteers and competitors at competitions.
- Respect the committee members, coaching team and volunteer helpers at all times.
- Get involved in club decisions, it's your sport too.



We expect certain standards of behaviour from our members. By becoming a member of the club and therefore agreeing to this Code of Conduct you agree to:

- Follow the rules of the club, squad or activity at all times.
- Respect and celebrate differences in the club and not discriminate against anyone else on the grounds of age, gender, race, sexual orientation, faith, ability, or any other relevant characteristic.
- Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others will not be tolerated by the club.
- Understand that smoking, vaping, drinking alcohol under the legal age, or taking illegal drugs or legal drugs (without a corresponding doctors note from parents) at a training session, gala, or anywhere a swimmer is representing the Club is prohibited.
- Respect the privacy of others especially in the changing rooms.
- Not use any mobile device, at any time during training or in the changing areas. Mobile devices should be kept in lockers or bags whilst at the Club or representing the Club elsewhere.
- Report any concerns you have about someone taking photographs or footage of others in the changing areas.
- Report any incidents of bullying or unacceptable behaviour to the welfare officer, even if you're just a witness.

Notwithstanding the expectations listed above Swimmers should also note the following:

TRAINING

Attendance: Records show that the average attendance for training sessions across all squads is less than 50% throughout the year. Regular attendance is key to your development and your progress. Regular attendance is required, and will be measured for your awareness.

Punctuality: It is compulsory for every swimmer to be poolside by 18:50 (17:20 on Sunday's) on the dock and ready to swim at 19:00 (17:30 on Sunday's). Those who are late will need to report to their coach on arrival. The coach will decide if they can stay for the session - this is unlikely if they have missed dry land stretches (see below) – however, if they complete the dry land stretches on arrival the coach may allow the swimmer to join the session late. Where arrival is excessively late - after 19:15 (17:45 on Sundays) – the swimmer will be asked to sit out the session* or to make arrangements to go home.**

Warm-up/warm-down sets/stretchers: These are compulsory to minimise the risk of sprains and strains. All squad swimmers will need to carry out appropriate warm-up exercises lead or supervised by the coaching team. Exercises can be done as a group or individually, but group participation is preferable. Swimmers will not be allowed to enter the water if these exercises are not carried out properly. Instead, they will re-do the stretching and failure to do this will



result in them being asked to go home.** Sessions should end with a warm-down set or stretches.

Training Kits: Swimmers must have all the required kit ready for every training session. If anything is missing they have one week to get a replacement. Continued failure to bring full kit to training will result in the swimmer being asked to sit out the session* or make arrangements to go home.**

Training attitude & focus: This is very important - please note:

- (i) Swimmers are required to have total commitment and focus to carry out the coaches' instructions at all times. No stops/starts as you please. Swimmers who refuse or ignore their coaches' instruction/sets correctly will initially receive a verbal warning. A second warning during the same session will result in a swimmer being asked to sit poolside for 10 minutes (in effect a yellow card). Any further warning and the swimmer will be asked to leave the session (in effect they will have been red carded). The swimmer must make arrangements to go home, or sit out the remainder of the session on poolside. The coach will trigger a notice to the swimmer or their parent/guardian in respect of any red cards received.
- (ii) Swimmers must notify their coach in advance – preferably by email – if they have returned from sickness or injury and are in the rehabilitation/recovery phase and they believe it will affect their swimming ability. However, as a general rule, swimmers should not attend training if unwell.
- (iii) During training if a swimmer feels unwell, they must let their coach know and leave the pool. The swimmer must then make arrangements to go home, or sit out the remainder of the session on poolside.
- (iv) If a swimmer attends training for fitness purposes, they will be put in the appropriate lane with appropriate sets/times. These swimmers are also required to follow the rules as above.

GALAS/TEAM SELECTIONS

Open meets. Coaches will decide what events swimmers will enter. However, as a compromise, swimmers can discuss further with their coach the selections made and have an opportunity to change up to 2 events or add 2 events of their own choice.

Team galas (e.g. White Horse League): Swimmers are required to take part in a team gala if selected. The Club will cover their entry fees for these events, so last-minute dropouts without a very special reason will be frowned upon, and the swimmer will not be picked again for the rest of the season. Coaches will decide and pick the best swimmer/s to represent our Club in



each gala event. Swimmers should be prepared, be confident, and be ready to give their all at galas in support of the Club.

NOTEBOOK/DIARY

It is compulsory that swimmers have a notebook/diary with them at all times in training and especially when attending open meets. They will become their 'bible' and go-to point for recording swimming goals and progress. Within them swimmers should:

- a. Record their name, DOB, and parents contact number
- b. Record/update and remember all PB time records.
- c. Take note of key elements from their training sessions. Positive achievements and feedback from coaches during training are things swimmers need to be aware of and record in their notebook.
- d. Record any feedback given to them by the coaches at open meets.

COMPETITIONS, OPEN MEETS, GALAS AND CHAMPIONSHIP EVENTS

- The correct uniform must be worn to every competition (list will be provided), failure to do so may result in the swimmer not being allowed to compete.
- Swimmers who are selected by their coach to represent their club at team galas or open meets must attend. Failure to attend without a valid reason will result in the possibility of swimmers missing future events.
- Missing team galas and open meets disrupts swimmers' training plans because galas are a vital part of the training process. Attending social events or family events is not a valid excuse for missing an event to which a swimmer has already been entered.
- Swimmers must always warm up and prepare themselves as instructed by their coach.
- Swimmers should support their teammates at galas - everyone likes being supported.
- After their race, swimmers must always report directly to their coach for feedback.

BREAKING THE RULES

In training sessions coaches will operate a warning system:

- Initial inappropriate behaviour will trigger a verbal warning;
- A second warning during the same session will result in a swimmer being asked to sit poolside for 10 minutes (in effect a yellow card).
- Any further warning and the swimmer will be asked to leave the session (in effect they will have been red carded). The swimmer will be asked to sit out *the remainder of the session on poolside, or must make arrangements to go home.**



The coach will issue a warning notice to the swimmer or their parent/guardian in respect of any red cards. The notices are generated automatically, triggered by the coach.

If three warning notices (red cards) are issued a two week suspension is triggered.

The swimmer, with their parent, guardian or carer, will be formally invited to meet with a Club Welfare Officer, the Head Coach, and others as appropriate, to discuss the situation. The intention of the meeting is that mis-behaviour is acknowledged and the swimmer understands what the next steps will be if their behaviour fails to improve upon their return to the Club.

Ongoing behaviour of the swimmer will be monitored. If a further 3 warning notices are received within the same swimming season the swimmer will unfortunately be asked to leave the Club. A formal notice will be issued.

To be clear:

Warning notices are held on file for 1 year: from 1 September to 31 August before being removed.

3 warning notices in a swimming year will result in a two week suspension;

6 warning notices in a swimming year will result in a swimmer being asked to leave the Club.

The swimmer, or their parent/guardian, will have 7 days from the notification of a suspension or exclusion notice to appeal the decision. A disciplinary panel will be set up to deal with the matter in accordance with the ASA complaints procedure. This panel will be made up of people not involved in the dispute. If the swimmer is under the age of 18 they should be accompanied by a parent or guardian to help present their case. However, adults are also welcome to bring along someone to offer them moral support if required. The panel will hear the views of all affected/involved parties and reach a decision on whether the appeal is justified or not. The Panel will make every effort to announce their decision verbally without delay. This will be followed up with written confirmation within one week of the meeting.

In the event of serious breaches of the Swimmers' Code of Conduct, such as fighting, bullying, aggressive behaviour, drug use, drunkenness, or willful damage to the property of others. The Head Coach or Welfare Officer may at their discretion impose an instant suspension. An invitation will be issued to the swimmer, or their parent or guardian, to meet with the Club Welfare Officer and the Head Coach, plus others as appropriate, to discuss the duration of the suspension or whether it will become a permanent exclusion. After any upheld suspension is completed, any further serious breach of the Swimmers' Code of Conduct within one month* of the suspension would result in the swimmer being expelled from the Club with no right of appeal.**



SUMMARY

All swimmers should understand and adhere to behavioural expectations contained within this Code of Conduct. Failure to do so will result in disciplinary action being taken against you by the club committee and any behaviour which may be deemed a criminal offence will be reported to the Police and any other relevant authority, by the Club.

I have read and understand the requirements of the Code of Conduct.

Name of child

Signature of the child

Name of parent/guardian

Signature of parent/guardian

Date

Notes:

**** Sit out the session – change and sit poolside until the session ends.***

***** Make arrangements to go home – minors must contact their parent to be collected or to seek permission to travel home early from a session. They should call a parent/guardian with the coach in attendance.***

****** One month is deemed to be 30 days.***