



Code of Conduct

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Contents

1.	Introduction.....	2
2.	General Behaviour of all Members and Coaches	2
3.	Swimmers' Code of Conduct	2
4.	Parents' Code of Conduct	4
5.	Code of Conduct for Coaches and Poolside Volunteers.....	6
6.	Code of Conduct for Committee Members, Officials & Volunteers	8

1. Introduction

The following Code of Conduct is compliant with Wavepower 2020-2023 and must be adhered to by all members of Gloucester City Swimming Club (GCSC). Breach of any part of the Code may result in suspension or, in extreme cases in expulsion.

The following are links to resources or contacts referenced from this Policy:

Swim England Wavepower 2020-2023	https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/
GCSC Welfare Officer	Welfare@Gloucestercityswimmingclub.co.uk

2. General Behaviour of all Members and Coaches

- 2.1. I will treat all members of, and persons associated with, Swim England with due dignity and respect.
- 2.2. I will treat everyone equally and never discriminate against another person associated with Swim England on any grounds including that of age, sexual orientation, gender, faith, ethnic origin, or nationality.
- 2.3. I understand that the use of inappropriate or abusive language, bullying, harassment, or physical violence will not be tolerated and could result in action being taken through the disciplinary or child welfare policies.

3. Swimmers' Code of Conduct

- 3.1. I will display a high standard of behaviour at all times.
- 3.2. I will always report any poor behaviour by others to an appropriate officer or member of staff.
- 3.3. I will openly recognise and celebrate the good performance and achievements of fellow club members and teammates.
- 3.4. I will support and encourage my teammates with praise and positive reinforcement. I will not criticise, belittle or address my teammates with negativity.
- 3.5. I will respect the privacy of others, especially in the use of changing facilities.

Training

- 3.6. I will treat my Coach and fellow members with respect.
- 3.7. I will make my Coach aware if I have difficulties in attending training sessions as per the rules laid down for my squad.

- 3.8. I will arrive in good time on poolside before the training session starts, and commence the pre-pool warmup without having to be asked by the Coach.
- 3.9. I understand that if I arrive late, I must report to my Coach before entering the pool.
- 3.10. I will ensure that I have all my equipment with me, e.g. paddles, kick boards, hats, goggles, etc.
- 3.11. I will have my hat and goggles on ready for the start of the swim warm up and enter the water at the time that the Coach asks me to.
- 3.12. If I need to leave the pool for any reason during training, I will inform my Coach before doing so.
- 3.13. I will listen to what my Coach is telling me, and obey any instructions given.
- 3.14. I will always swim to the wall as I would do in a race, and I will practice turns as instructed.
- 3.15. I will not stop and stand in the lane or obstruct others from completing their training.
- 3.16. I will not pull on the ropes as this may injure other members.
- 3.17. When I push off from the wall, I will allow for a sufficient gap between me and the swimmer in front of me – this means waiting at least 5s from the previous swimmer's start before I push off.
- 3.18. I will complete all sessions as written/prescribed for me, and will not skip lengths or sets unless pre-agreed with the Coach – to do so means I would only be cheating myself.
- 3.19. If my session has been adjusted by the Coach and no longer reflects what my teammates in the same lane are doing, I will be mindful and considerate of my teammates to minimise any disruption to their session.
- 3.20. I will think about what I am doing during training, and if I have any problems, I will discuss them with my Coach at an appropriate time.
- 3.21. If I have any problems with the behaviour of fellow members, I will report them at the time to the Coach or an appropriate adult.
- 3.22. I will maintain the standards expected by GCSC when representing my club.

Competitions

- 3.23. At competitions, whether they be open meets, national events or club galas, I will always behave in a manner that shows respect to my Coach, the officers, my teammates and the members of all competing clubs.
- 3.24. I understand that I will be required to attend events and galas that the Head Coach has recommended me to attend, unless agreed otherwise by prior arrangement with the relevant Coach.

- 3.25. I understand that I must wear appropriate swimwear, tracksuits, T-shirts/shorts and hats as per the rules laid down by the club and Swim England.
- 3.26. I will report to my Coach and/or team manager on arrival on poolside.
- 3.27. I will warm up before the event as directed by the Coach in charge on that day and ensure I fully prepare myself for the race.
- 3.28. I will be part of the team. This means I will stay with the team on poolside.
- 3.29. If I have to leave poolside for any reason, I will inform, and in some cases, get the consent of the team manager/Coach before doing so.
- 3.30. After my race, I will report to my Coach for feedback.
- 3.31. I will support my teammates. Everyone likes to be supported and they will be supporting me in return.
- 3.32. I will swim down after the race if possible, as advised by my Coach.
- 3.33. My behaviour in the swim down facility must be appropriate and respectful to other users at all times.
- 3.34. I will never leave an event until either the gala is complete, or I have the explicit agreement of the Coach or Team Manager.
- 3.35. I will not undress/dress on poolside.

I understand that coaches may take action during sessions if any of the above is breached. This may result in temporary exclusion from the training session or from a competition. Persistent breaches may result in suspension for an agreed period of time to allow me to reflect.

4. Parents' Code of Conduct

- 4.1. I will complete the registration via Active by the due dates stipulated by the club, providing all requested details for my child, including ASA number, medical information and details of any health conditions/concerns. I will update any changes in circumstances via Active during the season. I will ensure that the club has up-to-date emergency contact details for me and for any alternative person(s) as required.
- 4.2. I will read all relevant club communications and if required, will respond within the timescales stipulated by club.
- 4.3. I will deliver and collect my child punctually to and from training sessions/events. I will inform a member of the committee or coaches if there is an unavoidable problem.
- 4.4. If the club changes my child's lane and/or changing times, I will remember that the change is to provide appropriate levels of training and to enable my child to progress, and I should therefore support and encourage this at all times.

- 4.5. I will ensure my child is properly and adequately attired for the training session/ events including all mandatory equipment, e.g. hats, goggles, etc.
- 4.6. I will inform the Coach / Welfare Officer before a session if my child is to be collected early from a training session/event and if so, by whom.
- 4.7. I will encourage my child to obey the rules and teach them that they can only do their best.
- 4.8. I will not enter poolside unless requested to do so or in an emergency.
- 4.9. If I wish to have a discussion with the Coach, I will arrange this prior to the session and will not approach the coaches whilst they are coaching.
- 4.10. Most of all, I will help my child to enjoy the sport and to achieve to the best of their ability, focusing on efforts, rather than winning or losing.
- 4.11. I will never ridicule or shout at my child or other children for making a mistake or losing a competition.
- 4.12. I will behave responsibly as a spectator during training/events and treat members, coaches, committee members and other parents of members of both my child's club and any other club with due respect, in accordance with Swim England's commitment to equality and diversity.
- 4.13. I will show appreciation for good, skilful performance of all athletes including those from other clubs.
- 4.14. I will respect the Officials' and Coach's decisions and teach children to do the same.
- 4.15. I will not use inappropriate language within the club environment.
- 4.16. I will show appreciation and support my child and all the team members.
- 4.17. I will ensure my child's needs are met in terms of nutrition and I will listen to advice given from the Coach/nutritionist in promoting a healthy, active lifestyle for my child.
- 4.18. I will support the Coach and committee appropriately and raise any concerns I may have in an appropriate manner to the Welfare Officer.
- 4.19. I understand that coaches may take action during sessions if any swimmer breaches the Code and I will not interfere during the session.
- 4.20. I will support the club through volunteering to liaison, poolside volunteer or official roles or duties within the club.

The club will:

- 4.21. Inform you at once if your child becomes ill and will ensure their wellbeing until you are able to collect him/her.
- 4.22. Ensure good child safeguarding guidelines are followed at all times to keep your child safe.

- 4.23. Ensure all activities are properly supervised/ taught/coached and that consent is obtained for any activity outside of that previously agreed.
- 4.24. Encourage you to be actively involved in your child's sport via offering opportunities to volunteer and receive appropriate training.

You have a right to:

- 4.25. Make a complaint to the club if you feel the club or a member of the club is not acting appropriately or in accordance with Swim England/club rules and regulations. Details of how to do this can be obtained from the Welfare Officer.
- 4.26. Make a complaint on behalf of your child to Swim England Office of Judicial Administration.

5. Code of Conduct for Coaches and Poolside Volunteers

- 5.1. Put the wellbeing, health and safety of members above all other considerations, including the development of performance.
- 5.2. At all times, adhere to Swim England Code of Ethics, Rules and Laws.
- 5.3. At all times, adhere to Wavepower.
- 5.4. At all times, adhere to Swim England Equality and Diversity Policy.
- 5.5. Consistently display high standards of behaviour and appearance.
- 5.6. Treat all members with respect and dignity, value their worth and treat everyone equally, recognising their varying needs and abilities within the context of the sport.
- 5.7. Develop an appropriate working relationship with members based on mutual trust and respect.
- 5.8. Always ensure that all coaching and competition programmes are appropriate for the age, ability and experience of the individual member.
- 5.9. Always identify and meet the needs of the individual member as well the needs of the team/squad.
- 5.10. Be fair and equal in team and training squad selection.
- 5.11. Never exert undue influence to obtain personal benefit or reward. In particular, coaches must not use their position to establish or pursue a sexual or improper relationship with an athlete, member or someone close to them.
- 5.12. Encourage and guide members to accept responsibility for their own behaviour and performance.
- 5.13. Continue to seek and maintain their own professional development in all areas in relation to coaching children.

- 5.14. Complete a child safeguarding training course every three years in line with the guidance in Wavepower.
- 5.15. Treat all information of a personal nature about individual members as confidential, except in circumstances where to do so would allow the child to be placed at risk of harm or continue to be at risk of harm.
- 5.16. Encourage all members to obey the spirit of the rules and regulations both in and out of the pool.
- 5.17. Co-operate fully with other specialists (e.g. other coaches, officials, sport scientists, doctors or physiotherapists) in the best interests of the member.
- 5.18. Never encourage or condone members, volunteers, officials or parents to violate the rules of the club or the sport, and report any violations appropriately.
- 5.19. If any swimmer is disruptive during the session the Coach is entitled to issue a verbal warning. If the swimmer(s) does not respond to this action the Coach is at liberty to temporarily exclude the swimmer from the training session or from a competition. Persistent breaches may result in suspension for an agreed period of time to allow the swimmer to reflect.
- 5.20. Swimmers who are removed from the water must remain on poolside at all times and the Coach must ensure that the swimmers are able to keep warm. E.g. Wrapping in a towel, or putting on a t-shirt etc.
- 5.21. The Coach must also inform the parent of the swimmer(s) the reason why their swimmer has been removed from the water. If the parent is not on poolside then the Coach must ensure the swimmer has adult supervision until the parent arrives and is informed of the reason.
- 5.22. Coaches are expected to give positive and constructive feedback to swimmers as required.
- 5.23. Observe the authority and the decision of the officials and only question those decisions in the appropriate manner.
- 5.24. Treat all competitors and teams of other clubs with respect, whether that is in victory or defeat, and encourage all members to do the same.
- 5.25. Alcohol consumption is prohibited when in charge of or responsible for the welfare of swimmers.
- 5.26. When dealing with persons under 18 years of age, avoid unaccompanied and unobserved activities with such persons, and wherever possible, demonstrate a high degree of individual responsibility as your words and actions are an example.
- 5.27. Refer all child safeguarding concerns in accordance with the procedures detailed in Wavepower.

6. Code of Conduct for Committee Members, Officials & Volunteers

- 6.1. At all times, adhere to the Swim England Code of Ethics, Rules and Laws.
- 6.2. At all times, adhere to Wavepower 2020-2023.
- 6.3. At all times, adhere to the Swim England Equality and Diversity Policy.
- 6.4. Adhere fully to the role and job description as outlined by the club and never use that role to gain favour for yourself or any individual member.
- 6.5. Consistently display high standards of behaviour and appearance.
- 6.6. Treat all members with respect and dignity, value their worth and treat everyone equally, recognising their varying needs and abilities within the context of the sport.
- 6.7. Encourage and guide members to accept responsibility for their own behaviour and performance.
- 6.8. Encourage all members to obey the spirit of the rules and regulations both in and out of the pool.
- 6.9. Never encourage or condone members, volunteers, officials or parents to violate the rules of the organisation or the sport, and report any violations appropriately.
- 6.10. Observe the authority and the decision of the officials and only question those decisions in the appropriate manner.
- 6.11. Treat all competitors and teams of other organisations with respect, whether that is in victory or defeat, and encourage all members to do the same.
- 6.12. Refer all child safeguarding concerns in accordance with the procedures detailed in Wavepower 2020-2023.
- 6.13. Complete and hold a valid child safeguarding training course.
- 6.14. Treat all information of a personal nature about individual members as confidential, except in circumstances where to do so would allow the child to be placed at risk of harm or continue to be at risk of harm.

This code is an extension to Swim England Code of Ethics. Both should be followed.