

## CODE OF CONDUCT

### Objective

The purpose of this document is to establish and reaffirm a set of guidelines and procedures, which outline the responsibilities and behaviour of both staff and swimmers who are members of Canvey Island Swimming Club (CISC). This is aimed at all training sessions, competitions at home and away whilst in the pool and out and including away trips where travel and accommodation are required.

It is expected that all members comply with the Club's Code of Conduct as part of their terms of membership.

### Behaviour and Personal Conduct

This must at all times be of a high standard and reflect favourably on the sport and the Club. Language in public or relevant group situations must always be appropriate and socially acceptable.

### Swimmers Code of Conduct - All swimmers must:

- Attend and complete all the required training sessions for their respective squad or as directed by the Coaching Team.
- Put in 100% effort at all times.
- Arrive on poolside 5 minutes (at the latest) before the session commences in a positive frame of mind ready to train at the level your coach requires and be ready to start the session when instructed to do so.
- Apologise to the Coach and ask permission to join the session if you arrive late for whatever reason.
- Ensure that all training equipment is readily available for use ie paddles, kick-boards, fins, flippers etc. This also includes drinks bottles so you remain rehydrated during session times. A spare set of goggles would be advantageous.
- Advise the coach of any injury or illness before you start a training session or at the earliest opportunity. This includes any treatment being administered or professional advice given from a physio or doctor.
- Ask permission before leaving poolside for any reason.
- Listen silently and attentively whilst coaches give the session details and instructions.
- Complete every full length in a training set unless instructed not to.
- Concentrate on what your coaches tell you and do as they ask. Coaches are there for your benefit and they are there to make you a better swimmer.
- Do not pull, sit or hang on the lane ropes at any time.
- Only overtake other swimmers when it is safe to do so and with the consideration to other swimmers in the lane.
- Leave the correct distance as instructed by the coach between swimmers during training sets.
- Respect coaches, poolside helpers, officials, leisure centre staff and other club members at all times.
- Please observe and respect the rules of the training venue and other centre users
- Speak politely to the coaches and other swimmers at all times.
- Show care, consideration and respect to all swimmers, coaches, officials and other people's property at all times.
- At competition events - wear Club kit, particularly whilst on poolside. This consists of black costumes, Club hats and t-shirts.
- Remain on poolside during all galas/competitions until the end of the event or session, unless you have permission from the Coach/Team Manager to leave early.

## Parents / Carers Code of Conduct

- Encourage your children to enjoy the sport and to give it your best effort, not just to please you or their Coach.
- Never argue with the Referee or other Officials' decisions. Any query should in the first instance be directed to your child's Coach, who can make representations to resolve disputes.
- Be a good sport. Recognise a good performance whether by another club member, or by those of other clubs.
- Treat all swimmers and members of the Club as you yourself would like to be treated.
- Remember the aims of the sport are to enjoy the sport, improve skills and feel good.
- Learn the laws of the sport together with your child. This will make your child a better competitor and you a better spectator.
- If you have any concerns relating to your child's performance, well-being, progression etc., talk in the first instance to your child's Coach either just before or after a session. To speak with a Coach during a session can be generally disruptive and in extreme circumstances can be dangerous to the participants, no matter how well intended. Coaches will always make themselves available to parents/carers at a suitable time.
- Please ask your child to inform their Coach about any reason why they may not be swimming at their best.
- Please inform your child's Coach of any medication that they may be taking. Allergies to any medication must be reported to the Coach.
- Please adhere to the regulations concerning the use of cameras, videos and mobile phone cameras by registering your details with the relevant personnel.
- Entrust the coaching of your child to the coaching team. Do not give instructions to your children that are contrary to the directives given by the coaching team.
- We would also advise all parents that CISC are only responsible for children/swimmers whilst they are in the pool area during their allocated training sessions.
- The Club is **NOT** responsible for children who are left unaccompanied at the premises i.e. vending area or outside the building by their parents. We recommend that all parents should supervise their children whilst they are at the club.

## Coaches, Teachers, Committee's and Volunteers Code of Conduct

All Coaches, Teachers, Committee Members and Volunteers have their Code of Conduct which is as per the ASA's Code of Ethics; all have agreed to adhere to this when taking up their respective roles within the Club.

## Attendance, Team Selection, Open Competitions and Performance

- If selected to represent the Club for any Team Events swimmers are expected to be available, willing and able to swim at all times. If there is any reason for non-availability this should be discussed with the Head Coach at the earliest possible opportunity so that reserve swimmers can be sought.
- It is an honour to be selected and it is the Club's policy to field the best possible team for all events and we expect all members to want to swim for the Club in these events. When attending League/Team Galas swimmers are expected to arrive and remain in Club kit at all times and are to remain on poolside until the gala and any presentations have finished.
- Swimmers should make every effort to compete in all appropriate galas from the Club's approved and published competition schedule. Swimmers must **NOT** under any circumstances enter
- Open Meets/Galas that are outside of the published schedule unless advised to by the Head Coach.

## Consumption of Alcohol

This is totally forbidden for athletes under age as defined by UK law. It must not be consumed by swimmers or staff members whilst en route, prior to, or following a competition event, training camp or team activities, without specific consent of the Team Manager. During competition alcohol is strictly forbidden to all swimmers and staff.

**Smoking** is prohibited by swimmers and staff whilst en route, prior to, during or following a competition event, training session or team activities.

## Personal Appearance

This shall be appropriate to the circumstances and as indicated by the Team Manager.

Team kit and equipment shall be worn as directed by the Team Manager when competing and training, when assembling or travelling, at official team functions or on other occasions as notified.

## Attendance

You are expected to attend all available activities unless otherwise agreed by the Team Manager. Throughout the duration of the trip swimmers should inform staff of their whereabouts. Punctuality on all occasions is essential and any curfew must be observed.

## Illegal and Performance Enhancing Drugs and Substances

These are **strictly forbidden**. Swimmers are expected to be aware of the current list of banned substances and particular care must be exercised if anyone is on medication prior to or during a meet.

## Illegal Drugs and Substances

The use of these, even though they may not appear on the official banned list in respect of performance enhancing drugs, is nonetheless prohibited.

## Accommodation

Whether it be hotels or equivalent must be as directed by the organisers and at no times must anyone extra be accommodated in the room of a swimmer.

## Medication

It is very important that information on all medication being currently taken should be reported to the Team Manager who will report it to the relevant personnel. Allergies to any medication must be reported to the Team Manager.

## Sanctions

Breaches of the Code of Conduct shall be dealt with in the first instance by the Team Manager or Coach and the Executive Committee who shall take such further action as is deemed necessary.

In addition it is expected that all members of CANVEY ISLAND SWIMMING CLUB, when attending any event or training session shall:

- Comply with the codes, rules and laws within the guidelines set out by the ASA
- Behave without discrimination on the grounds of race, colour, language, religion, birth or social status as set out in the equal opportunities policy.
- Respect the basic human rights, worth and dignity of each member.
- Not encourage swimmers, volunteers, officials or parents to violate the rules of the club or the sport.
- Observe the authority and the decisions of all officials.
- Encourage all swimmers to obey the spirit of the rules and laws both in and out of the pool.
- Treat other competitors and teams with respect, in victory and defeat.

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I hereby confirm that I accept the contents and implications that are set out in this Code of Conduct and that any violations to this may affect the terms of my membership.

Name (*please print*) .....

Signed ..... Date .....

## For members under 12 years

As parent/carer of (*name of swimmer*) .....

I hereby confirm that I have explained to them the contents and implications of this Code of Conduct.

Signed ..... Date .....  
(*parent / carer*)

Print Name..... Relationship .....