

This is a three-way code of conduct agreement between swimmers, coaches, and parents

All swimmers shall:

- Attend as many training sessions as possible as agreed with the coaches.
- Arrive for training on time and be prepared and ready to swim at the start of the session.
- Where possible, swimmers should use the toilet before a training session, not during.
- Look and listen to the coach when they are speaking and follow the instructions given.
- Treat swimmers, coaches, parents, and officials with respect at all times.
- Behave in an appropriate manner in changing rooms and poolside at all times.
- Behave appropriately in the water, do your turns, starts, and finishes correctly and finish at the wall, don't sit on the lane ropes.
- Do not disrupt any other swimmers who are in the water and should respect their fellow swimmers at all times.
- When selected for a gala, turn up in plenty of time, complete with your swimming kit, including a hat. If unable to attend parents to notify the Team Manager as soon as possible.
- Do and say nothing that will harm the reputation of the club.
- **Cameras, mobile phones or devices that have an image capturing facility must not be used for the purposes of taking still images or video footage on poolside at a gala or during a training session at any time.**
- **Mobile phones or any other devices as above are NOT to be used in the changing rooms.**
- You **MUST NOT** share your changing cubicle with the opposite sex, whether in a relationship or not.
- All swimmers must notify the lead coach of any incidents that occur in the changing rooms, on the day or as soon after as possible.
- All swimmers are expected to change in the cubicles provided and not on poolside

The Coaches shall:

- Adhere to the Swim England Code of Ethics (www.swimming.org/swimengland/swim-england-handbook)
- Endeavor to increase the performance of all swimmers.
- Treat all swimmers equally, fairly and sympathetically.
- Listen and take onboard the swimmers views, explanations and problems.
- Be fair when disciplining swimmers.
- BE POSITIVE about swimmers efforts.

All Parents shall:

- Ensure that their child understands the club's expectations regarding their behavior and conduct.
- Complete and return the membership, consent and medical declaration forms as requested by the club and detail any health concerns relevant to the child on the membership form. Any changes in the state of the child's health should be reported immediately to the coach prior to coaching sessions. Any medications such as inhalers will be advised to the coaches prior to training and galas and will be in a waterproof bag next to the swim lane for easy access.
- Ensure all fees are paid promptly and at the correct amount.
- Ensure the club has up to date contact details for you and any alternative person.
- Ensure that their children are on poolside on time for training & galas & **MUST be collected promptly after & are never left alone.** Coaches will not wait with or be held responsible for any swimmer left alone outside any training or gala venue. It is requested that if parents do leave the training venue or gala they return 15 minutes prior to the finish to ensure swimmers safety.
- Behave responsibly as a spectator at training/galas and treat swimmers, coaches, committee members, officials, parents and volunteers of yours and other clubs with due respect, meeting the Swim England Code of Ethics (www.swimming.org/swimengland/swim-england-handbook).
- Support their child's efforts & performance & not criticise or ridicule their child for making a mistake or being disqualified.
- Encourage but not offer coaching advice at training/galas.

- Support the club's head coach and committee appropriately and raise any concerns you have in an appropriate manner with the coach or the parent liaison officer.
- Respect at all times the **Team Managers decision** in respect of selections for events.
- Ensure their child's needs are met in terms of nutrition, water and listen to advice given from the club's head coach.
- Ensure that they are on the premises at all times where children are under 11, and be on the premises at the beginning and end (15 minutes before and prior to the end of session) of all sessions for swimmers under 16.
- Encourage their children to wear club kits to all galas e.g. shirts and club hats.
- When selected for a gala, make every effort to respond in a timely manner to selection emails and to ensure that the swimmer will attend.
- **Do or say** anything that will harm the reputation of the club, use inappropriate language or harass swimmers, coaches, officials or other parents.
- Ensure only positive comments are put onto social media.

From time to time parents may be asked to support the club and swimmers at internal/external galas by volunteering or helping. Advice, help or training will be given to all volunteers. Parents will be given as much notice as possible however from time to time parents may need to step in and volunteer/help. Depending on the volunteering role a DBS check will need to be carried out and you may need to contact the welfare officer in that regard.

The club will not accept any verbal or physical abuse toward any of its coaches or volunteers. Continued membership will be deemed as acceptance of these terms. The committee has the right to suspend any person's membership who does not abide by the above code of conduct.

Please also be aware of, and discuss with your swimmer, the guidance below around the use of social networking sites.

Swimmers Name (BLOCK CAPITALS)

Name :

Signed:
(swimmer)

Signed:
(Coach)

Signed:
(Parent/Guardian)

Continued membership of Coalville Swim Club denotes acceptance of the terms & conditions above.

Good Practice Guidelines on the use of Social Networking:

1. Use the internet positively and do not place yourself at risk.
2. Consider who you are inviting to be your friend and follow the good advice of the social networking sites to ensure you are talking to the person you believe you are talking to.
3. Always consider that any communication, comments, photos and video clips posted on a social networking site may be shared with persons other than those for whom it was intended.
4. Never share pictures of yourself or your friends that might reach other people that you do not wish to see them. Also never post or send any photographs, videos or make comments that may be:
 - a. hurtful, untrue and upsetting and you may regret sharing later on;
 - b. used by other people in a way you did not intend or want.

5. Do not put pictures of other club members on the site within the club setting as you may breach the ASA Photography Guidance. If you do wish to upload a picture you must get advice and consent of your parent, the other young person and their parent and a club officer before even considering uploading a photo. This will not prevent you having pictures of your swimming friends on your site taken outside of the sporting arena but it is good advice to always ensure they and their parents are happy with any picture you have of them on your site.
6. Always be aware that social networking sites are a method of communication like letter writing and the spoken word. They are bound by the same laws and rules. Such technology is instant and this allows you as the user to react in the 'heat of the moment', where in the past you would have been required to write a letter, which would have taken time and allowed for you to think again before sending. So never place a comment on the internet that you would not put in writing or say to the individual concerned face to face as to do so may not only breach ASA Policy but also the law.
7. The club has the right to retain and secure the device, and follow the reporting procedures outlined in the ASA Wave power guidelines.
8. Should you receive anything you are uncomfortable about you MUST report it to the Welfare officer immediately.
9. Please be aware that many social networking sites have age limits. Check before you sign up as you could be breaking the law.