



THE TORNADOES OF SOUTH DORSET SWIMMING CLUB

MEMBERS CODE OF CONDUCT

The Tornadoes of South Dorset (TTSD) are affiliated to the Amateur Swimming Association and, as such, we are expected to conduct our activities within the rules of the Association. These rules include the ASA/Wave Power Code of Conduct, Code of Ethics and an Equity Policy. Full copies of these documents can be obtained from the Club Secretary or from the ASA Web Site (www.britishswimming.org click on the link to wave power) The club presents the following as a summary "Code of Conduct" which we ask ALL our members to follow.

This Code is not presented as an exhaustive list, but rather one which highlights some of the major areas as a guideline.

You will see that the 'Code' is broken down into a number of categories. While as a member you may fit into one main category, from time to time, your role may change within the Club and you may find yourself fitting into another. We would therefore ask you to read each category carefully so you know what is expected of you as a member of our club.

GENERAL - CODE OF CONDUCT

ALL MEMBERS of the CLUB:

As a member of The Tornadoes of South Dorset Swimming Club, you will be expected to meet the following requirements in regard to your conduct during any activity held or sanctioned by the club:

- Maintain high standard of personal behaviour at all times.
- Strive to maintain a positive attitude in all you do.
- Respect the rights, dignity and worth of others.
- Be fair, considerate and honest in all your dealings with others.
- Be professional and accept responsibility for your own actions.
- Refrain from any acts of aggression or harassment towards others.
- Refrain from any behaviour that may bring the club into disrepute.
- Commit to being a member of a club, whose objective is to provide a quality service, operating in a safe environment, in accordance with the proper standards expected with the sport.
- Never use your involvement with the club to promote your own beliefs where these are inconsistent with those of the club.
- Be aware of, and maintain an uncompromising adherence to the standards, rules, regulations and policies of the sport and at all times, operate within the rules of the sport including national and international guidelines, which govern the sport.

NB: - Any actions which contradict these general principles, as well as those contained in the more specific categories that follow, will be considered in accordance with the Clubs "Disciplinary" and/or "Grievance" Procedures and appropriate action taken.



SWIMMERS - CODE of CONDUCT

As a swimming member of the club, you are expected to operate in accordance with the following standards of conduct during any activity held or sanctioned by the club:

Respect for Others:

- Respect the rights, dignity and worth of fellow swimmers, coaches, officials and spectators.
- Respect the talent, potential and development of fellow swimmers and competitors.
- Abide by the rules and respect the decision of the official, making all appeals through the formal process and respecting the final decision.
- Do not instigate or tolerate any acts of aggression, harassment, bullying, discrimination, or abusive language which could result in action through the club disciplinary or child welfare policy.

Personal Conduct:

- Always arrive promptly for training and competitions to allow for appropriate preparation time.
- Have all your equipment with you e.g. hand paddles, kickboards, goggles
- Be honest and positive in your attitude and preparation to training. Work equally hard for yourself and your team and cooperate with coaches and staff in their endeavour to prepare you for the achievement of your objectives at the highest level of competition.
- Good manners and respect should be displayed to other club members and staff at all times.
- Be frank and honest with your coach concerning illness and injury and your ability to train fully within the program requirements.
- Always use the toilet prior to the commencement of a training session, as breaks taken during sessions will disrupt your training and will directly affect the resultant benefits you achieve.
- Do not stop and stand in the lane - you may get injured, do not pull on ropes this may injure others, do not skip lengths, sets you are only cheating yourself
Complete swim downs after competing
- After your race report to your coach first – not parents, in order to receive feedback on your performance
- Conduct yourself in a considerate manner relating to language and temper. Language in public places or relevant group situations must always be appropriate and socially acceptable.
- Alcohol and smoking is totally forbidden for athletes under age as defined by law.
- The use of performance enhancing drugs and illegal substances is totally forbidden.
- It is your responsibility to check that any medication you take, does not contain a banned substance. The A.S.A. continually updates their list of banned substances so you must be vigilant. When away with the team, all medication being currently taken must be reported to the team staff prior to traveling.

Personal Appearance:

- Take pride in your appearance. At all times, your appearance shall be appropriate to the circumstances and as indicated by the team staff.
- Team kit shall be worn as directed by the team staff.

Team Requirements:

- A willingness to adopt, develop and sustain a “positive attitude” towards team goals and objectives is required, together with a high level of team co-operation with other team members and team staff.
- If selected to swim for the team or required to swim in an open meet you must do so unless otherwise agreed with the Head Coach/Lead Coach
- Punctuality on all occasions is a desirable quality.
- Be part of the team, do not leave poolside without informing the Head/Lead Coach or Team Manager
- When required, team accommodation and transport identified should be used.
- When away with the team, members must attend all team meetings and other functions as directed by the team staff and any team curfews must be observed.

Team Sanctions:

Breaches of this code shall be dealt with in the first instances by the team staff. Where necessary, the team staff will follow this up with a report to the Executive Committee who shall take further action as necessary.



COACHING & POOLSIDE STAFF - CODE of CONDUCT

As a member of the coaching or poolside staff you are expected to operate in accordance with the following standards of conduct during any activity held or sanctioned by the club:

Personal Conduct:

- Be conscious of always presenting a professional appearance on the poolside and be conscious of the example this sets to the swimmers and the image this presents of the club.
- Endeavour to portray a positive and enthusiastic attitude at all times.
- Alcohol and smoking is unacceptable when in charge of or responsible for the welfare of swimmers.
- When dealing with persons less than 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.

Relationship with Swimmers:

- Treat all swimmers fairly within the context of their sporting activities.
- Provide feedback to swimmers and other participants in a manner sensitive to their needs.
- Avoid overly negative feedback.
- Wherever possible, involve the swimmers in decisions that affect them.
- Be acutely aware of the power that you as a coach develop with your swimmers in the coaching relationship and avoid any intimacy with swimmers that could be construed as compromising.

Personal Commitment:

- When dealing with young swimmers, at all times be conscious of and fully embrace the concepts for "Long Term Athletic Development".
- To be current with British Swimming ethos and training programmes
- Coaches and Teachers to have the appropriate approved ASA level of training/qualification for the post they are working in
- For Team Managers to have undertaken an approved ASA Team Manager's Course
- Ensure that the tasks and/or training sets are suitable for age, experience, ability, and physical and psychological conditions of the swimmers.
- Encourage swimmers to respect one another and to expect respect for their worth as individuals regardless of their level.
- Encourage and facilitate swimmers independence and responsibility for their own behaviour, performance, decisions and actions.
- Recognise swimmers rights to consult with other coaches and advisers. Cooperate fully with other specialists (for example, sports scientists, doctors and physiotherapists).
- Actively discourage the use of performance enhancing drugs, and the use of alcohol, tobacco and illegal substances.
- Do not exploit any coaching relationship to further personal, political or business interests at the expense of the best interest of your swimmers.
- Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules. Know and abide by rules, regulations and standards, and encourage swimmers to do likewise. Accept both the letter and the spirit of the rules.
- Adhere at all times to the ASA Code of Ethics, Rules and Laws, ASA Child Protection Policy
- Adhere to UK Law with respect to: Sex Discrimination Act 1975, Race Relations Act 1976 and amendment 2000 Disability Discrimination Act 1995 and 2005, Human Rights Act 1998, Equality Act 2005.
- Meet the Club Equality and Diversity requirements linked to the ASA Commitment to Equality and Diversity.



PARENTS / GUARDIANS - CODE of CONDUCT

As a parent / guardian of a swimmer / participant in any activity held by or under the auspices of the club, you are expected to operate in accordance with the following standards of conduct during any such activity or event:

- Be a positive role model.
- Remember that your child participates in sport for their own enjoyment, not yours.
- Recognise the value and importance of poolside staff to your swimmer and the club, remembering that the vast majority are volunteers. Do not undermine them; they give their time and effort to provide recreational activity for your child's benefit.
- Always endeavour to ensure that swimmers arrive at training sessions and competitions promptly to allow them adequate time for the necessary preparation, and with the necessary equipment. Similarly, please ensure that they are always collected on time. If someone else is to collect them or they need to leave early inform the Head/Lead Coach
- Remember that your child needs your support and encouragement. Therefore try to commit to helping your child achieve their aims by either offering to assist directly in the clubs activities or by routinely watching them during training sessions or competitions.
- Encourage your child but do not coach. A little knowledge is dangerous and advice needs to be given by the club's poolside staff. Conflicting advice will only lead to confusion and undermine confidence.
- Please do not interrupt the poolside staff during activities, unless requested to do so or in an emergency, your children benefit from their attention.
- Focus on your child's efforts and performance rather than winning or losing.
- Never ridicule or yell at your child and other children for making a mistake or losing a competition.
- Show appreciation for good and skillful performances by all athletes (incl. opposing athletes). Show respect for your team's opponents. Without them there would be no competition
- Respect the decisions of officials and teach young people to do the same.
- Condemn the use of violence in any form.
- Demonstrate a high degree of individual responsibility, especially when dealing with, or in the vicinity of, persons less than 18 years of age, as your words and actions will set an example for them.
- Respect officials' decisions and teach children to do likewise.
- Do not physically or verbally abuse or harass anyone associated with the sport (Swimmer, Coach, Officials or spectators).
- Be positive about the club and how it works. If you see a problem or have a concern please raise this with a lead coach and/or a member of the Committee, who will ensure that the matter receives attention.
- Rumours and gossip should be actively discouraged by all members as, ultimately, it only damages and hinders the Club's progression and growth.
- Expected to complete Health Declaration Forms, Consent Forms as required by the Club
- Have a right to make a complaint if they feel the Club is not acting appropriate to ASA/Club Laws and Rules
- Have a right to make a complaint to the ASA on behalf of their child



CLUB OFFICIALS & ADMINISTRATORS - CODE of CONDUCT

As an administrator of the club, you are expected to operate in accordance with the following standards of conduct during any activity held by or under the auspices of the club:

- Place the safety and welfare of the swimmers / participants above all else ensuring that the Clubs' Child Protection and Wave Power guidance is adhered to.
- Ensuring all activities are supervised/taught/coached and consent is obtained
- Ensuring the swimmers well being is maintained during illness until they can be collected
- Adhere to the ASA Code of Ethics, Rules and Laws
- Always recognise and value the individual in their chosen sport.

- Always recognise and value to commitment and support of volunteers.

- Avoid any situation which may lead to a potential conflict of interest. Ensure that any such situations are declared so that a decision can be taken whether it is appropriate to withdraw from the meetings and/or the discussions.

- Be courteous, respectful and open to discussion and interaction.

- Promote a positive image of the Club by acting as an ambassador.

- Refrain from open criticism of the Club, outside of meetings, as this will lead to instability and damage relationships with others.

- Resolve conflicts fairly and promptly through established procedures.

- Maintain strict impartiality.

- Always act in an objective, transparent and timely manner.

- Remember that decisions must be taken for the benefit of the whole Club.

- Always recognise and observe your responsibilities in respect of the confidentiality of issues discussed.

- Remember that any decisions taken by the Committee are 'collective' and, as such, should be respected, accepted and promoted by all committee members.

- Be aware of the Clubs constitutional and your own legal responsibilities.

- Adhere to UK Law with respect to the Sex Discrimination Act 1975, Race Relations Act 1975 and 2000, Disability Discrimination Act 1995 and 2005, Human Rights Act 1998, and the Equality Act 2006

- Meet the Club Equity and Diversity requirements linked to the ASA Commitment to Equality and Diversity.

July 2007

Amended Feb 10th 2011

T Goode

Website Copy is up to date, paper copies may be out of date