



AQUAOAKS ARTISTIC SWIMMING CLUB

Code Of Conduct - Swimmers

Breaches of this Code of Conduct may result in disciplinary action being taken against you by the club committee. Any behaviour which may be a criminal offence will be reported to police by the club.

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

- Enjoy the time you spend with us and know that you are safe.
- Be told who you can talk to if something's not right.
- Be listened to.
- Be involved and contribute towards decisions within the club or activity.
- Be respected by us and other team members and be treated fairly.
- Feel welcomed and valued, whatever your race, gender, sexuality, faith or ability.
- Be encouraged to develop your artistic swimming with our help and support.
- Be looked after if there's an accident or injury and have your parents/guardians informed, where appropriate.

Swimmer's agreement:

Behaviour

1. I will do my part to make our club a fun, happy, friendly and welcoming place to be and display a high standard of behaviour at all times.
2. I will recognise and celebrate the good performance and success of fellow club and team members.
3. I will treat all members, committee members, coaching and teaching team and all volunteer helpers of the club with due dignity and respect.
4. I will respect that everyone has a different level of skill or talent.
5. I will treat everyone equally and not discriminate against another person on any grounds including age, sexual orientation, gender, faith, ethnic origin or nationality.
6. 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.
7. I will respect the privacy of others. This means that I will not use any mobile device, at any time, in the changing rooms or cubicles, and I will report to the Welfare officer or a coach if I am aware of others doing so.
8. I will always report any incidents of bullying or poor behaviour by others to an appropriate officer or member of staff, even if I am just a witness.
9. I will get involved in club decisions, it's my sport too.



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Training

1. I will keep myself safe by listening to, and obeying, my coach, behave responsibly and speak out when something isn't right.
2. I will make my coach aware if I have difficulties in attending training sessions as per the attendance policy.
3. I will arrive at the pool 10 minutes before the training session starts to complete poolside warm up as directed by my coach. I understand that if I arrive late, I must report to my coach before entering the pool.
4. I understand I must wear the appropriate kit to all club sessions and arrive and leave sessions in clothing appropriate for the season to avoid risk of injury.
5. I will ensure that I have all of my equipment with me, e.g. hat, goggles, nose clips, bottles, stretching bands etc.
6. I will use the lavatory before training begins and if I need to leave the pool for any reason during training, I will inform my coach before doing so.
7. I will behave safely in training. This means that I will not stop and stand in the lane, obstruct others from completing their training or pull on the ropes.
8. I will not skip lengths or sets - to do so means I would only be cheating myself.
9. 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.
10. I will take care of our equipment and premises as if they were my own.

Competitions

1. At competitions I will always behave in a manner that shows respect to my coach, the officers, my teammates and the members of all competing organisations.
 2. I will make it to competitions on time and if I'm running late, let my coach know.
 3. I understand that I will be required to attend competitions that the Head Coach has entered/selected me for, unless agreed otherwise by prior arrangement.
 4. I understand that I must wear appropriate clothing as instructed for the competition.
 5. 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 event/s I am entered in.
 6. I will be part of the team. This means I will stay with my team on poolside and in the changing room.
 7. I will not wander off, and if I have to leave my team for any reason I will get the consent of the team manager/coach before doing so.
 8. I will support my teammates and watch other teams from the club compete, where possible. Everyone likes to be supported and they will be supporting me in return.
- I will never leave an event until either the competition is complete or I have the explicit agreement of the coach or team manager.



AQUAOAKS ARTISTIC SWIMMING CLUB

Code Of Conduct - Parents

Breaches of this Code of Conduct may result in disciplinary action being taken against you by the club committee. Continued issues and repeated breaches may result in parents/ guardians being asked not to attend the club, something we never want to do.

As a parent/guardian of a club member we understand you have the right to:

- Be assured that your child is safeguarded during their time with us.
- Know how to access our club policies, rules and procedures.
- Know who the Welfare Officer is and how to contact them.
- Know that any concerns about your child's welfare will be listened to and responded to.
- Know what qualifications and training those with responsibility for your child have.
- Be informed of problems or concerns relating to your child, where appropriate.
- Know the procedure should your child be involved in an accident or become injured.
- Provide your consent or otherwise for photography and trips away.
- Make a complaint to the club committee or Welfare Officer (as appropriate).

As a parent/guardian of a club member we expect you to:

General

1. Make sure your child has the right kit for training and competitions as well as enough food and drink.
2. Ensure your child arrives and leave sessions in clothing appropriate for the season due to otherwise increased risk of injury.
3. Ensure your child arrives to sessions on time and is picked up promptly. This means arriving 10 minutes before the session is due to start.
4. Inform us if you are running late to collect your child or if your child is going home with someone else.
5. Make your child's coach aware if your child is unable to attend a training session as per the attendance policy.
6. Complete all consent, contact and medical forms and update us straight away if anything changes.
7. Maintain a good relationship with your child's coach.
8. Tell us if you wish to talk to us about any concerns regarding your child. We will arrange a mutually convenient time so you can talk to us.
9. Not enter poolside or interrupt training or competitions unless in an emergency situation.



AQUAOAKS ARTISTIC SWIMMING CLUB

Code Of Conduct - Parents

Behaviour

1. Remember that children get a wide range of benefits from participating in sports, like making friends, getting exercise and developing skills. It's not all about wins and losses.
2. Behave positively as a spectator at training or competitions and treat others with respect.
3. Give encouragement to your child and tell them when they've done well and provide support when they are struggling.
4. Respect and celebrate difference in our club or activity and not discriminate against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
5. Respect the children and adults competing for other teams at competitions.
6. Respect the committee members, coaching and teaching team and all volunteer helpers at the club.
7. 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.
8. Understand that poor behaviour may result in the club taking disciplinary action against you. Any behaviour which alleges a criminal offence will be reported to police by the club.
9. Talk to your child and ensure they understand the rules of the club and the sport.
10. Ensure that your child understands their Code of Conduct.



AQUAOAKS ARTISTIC SWIMMING CLUB

Code Of Conduct - Coaches and Teachers

Breaches of the Code of Conduct may result in disciplinary action being taken against you by the club committee under the judicial regulations or if you are employed under your contract of employment. Continued issues and repeated breaches may result in your dismissal from the club.

As a coach or teacher, we understand you have the right to:

1. Enjoy the time you spend with us and be supported in your role.
2. Be informed of Wavepower and the club child safeguarding reporting procedures.
3. Know who the Welfare Officer(s) is/are and how to contact them.
4. Be informed of the internal club complaints process and who to contact at the club for advice on complaints.
5. Be aware of the club rules and procedures.
6. Be involved and contribute towards decisions within the club.
7. Have access to ongoing training and CPD in all aspects of your role.
8. Be respected and treated fairly by the club.
9. Feel welcomed, valued and listened to.

As a coach or teacher at the club we expect you to:

- Adhere to and implement Wavepower and the club safeguarding procedures.
- Adhere to the Swim England Equality and Diversity Policy.
- Adhere to the Swim England regulations, Code of Ethics, club constitution and rules.
- Adhere to any conditions for teaching and coaching under the pool hire agreement.
- Refer all child safeguarding concerns to the Welfare Officer.
- Champion everyone's right to take part and celebrate difference in AquaOaks by not discriminating against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
- Respect your position of trust and maintain appropriate boundaries and relationships with children as set out on page 112 of Wavepower.
- Consider your behaviour and do not engage in any behaviour that constitutes any form of abuse.
- Not use your position to obtain personal benefit, reward or to pursue an inappropriate or sexual relationship with a child.
- Respect children's trust and rights whilst being honest and open with them.
- Challenge and address instances of poor, negative, aggressive or bullying behaviour amongst children. Seek advice from the Welfare Officer where necessary.
- Lead by example promoting positive behaviour and good sportsmanship. Encourage children to behave in a positive manner and follow the rules of the club and sport.
- Ensure team/squad selection is clear and transparent and be fair and equal when making decisions.
- Keep your coaching and/or teaching qualifications and CPD up to date.
- Complete Swim England approved child safeguarding training every three years.
- Ensure you have a current Disclosure and Barring Service (DBS) certificate (renewable every three years).



AQUAOAKS ARTISTIC SWIMMING CLUB

Code Of Conduct - Coaches and Teachers

- Use positive and constructive methods when teaching and coaching and ensure programmes are appropriate for the age, ability and experience of the child.
- Always put the wellbeing, health and safety of the child before all other considerations including the development of performance.
- Keep children safe in your sessions with appropriate staffing ratios, using safe methods of instruction and techniques and by putting their safety first.
- Ensure any equipment used is fit for purpose, safe to use and accessible.
- Follow the club procedures should a child have an accident or suffer an injury.
- Develop positive relationships with parents/guardians and where possible provide them with regular information and updates regarding their child's development in artistic swimming.
- Listen to any concerns the parent/guardian or child may have and seek advice (where appropriate) to resolve any concerns.
- Treat all personal information about children or their families on a confidential "need-to-know" basis unless information sharing with others is required to protect and safeguard a child from harm.
- Observe the authority of officials and follow the rules of the sport when questioning any decisions.
- Treat all competitors and teams from other organisations with respect in victory or defeat and encourage all children to do the same.



AQUAOAKS ARTISTIC SWIMMING CLUB

Code Of Conduct – members, committee members, officials and volunteers

Breaches of the Code of Conduct may result in disciplinary action being taken against you by the club committee under the judicial regulations. Continued issues and repeated breaches may result in your dismissal from the club.

As a member at the club, we understand you have the right to:

1. Enjoy the time you spend with us and be supported in your role.
2. Be informed of Wavepower and the club child safeguarding reporting procedures.
3. Know who the Welfare Officer(s) is/are and how to contact them.
4. Be informed of the internal club complaints process and who to contact at the club for advice on complaints.
5. Be aware of the club rules and procedures.
6. Be involved and contribute towards decisions within the club.
7. Be respected and treated fairly by the club.
8. Feel welcomed, valued and listened to.

As a member at the club we expect you to:

1. Adhere to and implement Wavepower and the club safeguarding procedures.
2. Adhere to the Swim England Equality and Diversity Policy.
3. Adhere to the Swim England regulations, Code of Ethics, Club Constitution and rules.
4. Adhere to any conditions stipulated under the pool hire agreement.
5. Refer all child safeguarding concerns to the Welfare Officer.
6. Ensure all complaints are referred under the internal club complaints process.
7. Champion everyone's right to take part and celebrate difference in AquaOaks by not discriminating against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
8. Adhere to your role responsibilities.
9. Play your part to make our club a happy, friendly and welcoming place for all members.
10. Attend child safeguarding training every three years if applicable for your role.
11. Ensure you have a current Disclosure and Barring Service (DBS) certificate (renewable every three years) if applicable to your role.
12. Keep any qualifications or CPD up to date if applicable to your role.
13. Lead by example by promoting positive behaviour and good sportsmanship. Encourage all members to behave in a positive manner and follow the rules of the club and sport.
14. Never encourage or condone members of the club to breach the rules of the sport.
15. Treat all personal information about members or their families on a confidential "need-to-know" basis unless information sharing with others is required to protect and safeguard a child from harm.
16. Observe the authority of officials and follow the rules of the sport when questioning any decisions.
17. Treat all competitors and teams from other organisations with respect in victory or defeat, and encourage all members to do the same.