



## Crewe Flyers Amateur Swim Club Behaviour Policy

This policy was adopted by the committee on 13<sup>th</sup> March 2018

### Behaviour Policy Statement of Intent:

Every club needs rules and procedures so that we can do what we do best; swim. This behaviour policy is designed to help swimmers, coaches, parents and club members to understand how they need to behave in order to promote the best interests of the club. The policy is underpinned by the following core values;

- Do the right thing
- Give my best
- Respect others
- Enjoy my sport

The club believes that having a behaviour policy is one of the keys to promoting successful and effective learning and successful swimming. The policy applies to all swimmers in all squads in the club.

The policy also provides a reference to help the committee, coaches and volunteers to decide what action to take in the unlikely event that a member's behaviour adversely affects others and undermines the smooth running of training sessions, competitions or the club.

The laws of the sport are defined by the governing body, Swim England. Swimmers, parents, coaches and club members are expected to understand and abide by their guidance and rules of swimming and can be found on the Swim England website at [www.swimming.org/swimengland/](http://www.swimming.org/swimengland/). The behaviour policy is supported by the guidance document Wavepower 2020-2023: Child Safeguarding Policy and procedures for clubs, particularly the sections on managing challenging behaviour, bullying, cyber-bullying and social networking guidance.

The behaviour policy is designed to:

- Promote and recognise positive behaviour.
- Manage challenging behaviour in a non-confrontational way.
- Ensure fairness and encourage consistency of response to both positive and inappropriate behaviour.
- Promote early intervention.
- Enhance learning and swimming performance.
- Develop in swimmers a sense of self-discipline and an acceptance of responsibility for their own actions.

It applies to all swimmers:

- Within the Lifestyle Centre communal areas and changing village before and after sessions and when on poolside waiting for sessions to start.
- During land training and swimming sessions.
- On all swim club activities such as competitions and club camps.
- Travelling to and from competitions with the club.
- When representing the club in any capacity.

We expect our swimmers, coaches, parents, volunteers and committee to work together to achieve the highest standards of behaviour within and beyond the club in accordance with this policy document. The club models and promotes positive behaviour at every opportunity. Swimmers are encouraged to take responsibility for themselves and others, their learning and training, and their environment. It is expected that when behaviour is poor that swimmers, parents, coaches and the committee address this as soon as possible by either intervening to defuse the situation or reporting the incident to the coach and welfare officer.

## **Positive Behaviour**

Positive behaviours are acknowledged by the coaching staff and are recognised in a variety of ways within the club and in celebration at the annual club presentation evening.

## **Inappropriate Behaviour**

Instances of inappropriate behaviour will be subject to one or more sanctions across the range of those available. Sanctions will be determined by the severity and persistence of the inappropriate behaviour, and the circumstances.

Examples (but not limited to) are swimmers who:

- do not follow the instructions of a coach, team manager or chaperone.
- are disruptive, rude or abusive
- engage in bullying or are discriminatory to others.
- fight or are physically or verbally aggressive.
- use social media to bully, intimidate or belittle others.
- use destructive behaviour including throwing equipment.

Where possible restorative steps will be taken to prevent reoccurrence of poor behaviour by:

- Promotion of self-reflection and self-discipline; an acceptance of responsibility and giving a commitment not to repeat the behaviour
- Making a formal verbal face to face or written apology

## **Sanctions**

Where a sanction is required it will be in accordance with Wavepower guidelines and proportionate to the issue and to the individual (e.g. taking into account the swimmer's age). If this involves a second warning or possible exclusion from a future session(s) the parents/guardians will be informed.

With any sanction the swimmer's welfare must be considered, for example being kept dry and warm and not being asked to leave poolside, to sit up on the balcony or to leave the sports centre.

**Sanctions may include and in no particular order:**

1. Swimmer asked to address their behaviour by coach, team manager or chaperone.
2. Verbal request to modify behaviour from coach, team manager or chaperone.
3. If the poor behaviour is then repeated this will lead to a first verbal warning from the coach and parent will be informed.
4. Swimmer asked to sit out of part or all of the session, for example a ten minute 'time out' to reflect upon the situation followed by a discussion with the coach – parents/guardians may be contacted and asked to collect the swimmer.
5. Second verbal warning and parents/guardians informed and asked to reinforce positive behaviour.
6. Swimmer asked to meet with coach, welfare officer and parents/guardians to discuss how positive behaviour will be maintained.
7. Swimmer and parents/guardians may be required to sign a Behaviour Plan (see Appendix 1) in accordance with WAVE POWER.
8. Club Welfare Officer and Chairperson contacted and temporary suspension from the club; the swimmer and parents/guardians will be notified of the period of suspension; fees are not refundable in these circumstances.
9. Permanent exclusion from the club following an investigation and panel hearing – after which Swim England may be informed.

**Behaviour that may lead to temporary exclusion**

Persistent unmanageable behaviour, physical or verbal aggression, behaviour that is a danger to others or theft are regarded as serious breaches of the Code of Conduct and may require investigation by club officers. During this time the swimmer may be excluded from swimming sessions in accordance the Wavepower.

**Fixed term or permanent exclusion**

The Committee has the power to expel a member when, in its opinion, it would not be in the best interests of the club for the individual to remain a member. In these instances, the procedure followed would be as laid down in the Swim England Handbook, Judicial Regulations.

## **Investigating complaints**

The club will investigate behaviour-related issues in accordance with its constitution and with reference to the Swim England Judicial Rules and the guidance set-out in Wavepower. This may involve swimmers and parents/guardians meeting with the Welfare Officer and Chairperson to discuss the issue.

The club will aim to:

1. Appoint someone to lead the investigation, for example the welfare officer.
2. Meet with the complainant and take notes of the meeting (usually the Welfare Officer and another Committee member).
3. Ensure parents/guardians are present when the swimmer is spoken to.
4. Where required, ask any witnesses to provide verbal testimony and /or written statements (their parents/guardians to be asked for consent to approach them when under 18).
5. Consider and where appropriate, promote reconciliation/mediation.
6. Follow the same protocol as above with the swimmer who is the subject of the complaint.
7. Conclude the investigation as soon as is reasonably possible ensuring fairness to both parties and keeping them informed of what is happening throughout.
8. Manage the issue as an internal club dispute where the complaint is not resolved informally between two club members or the club view the nature of the allegation to be a serious departure from the Code of Conduct.
- 9.

**Useful References** (all available on the website <http://www.swimming.org/> )

Swim England WAVE POWER Social media guidance:

Swim England WAVE POWER Toolbox including anti-bullying/cyber-bullying policy:

Swim England Handbook

## **Appendix 1 – Swim England Behaviour Plan**

**Contract between Crewe Flyers Amateur Swimming Club and (insert name of swimmer)**

**Date .....**

This contract has been drawn up by the Welfare Officer to address incidents of:

- 1.
- 2.

**On return to swimming from date, (insert name) will:**

1. Abide by the Swim England Code of Conduct, copy attached.
2. Act in a manner that upholds the Code of Conduct, his personal reputation and the reputation of Crewe Flyers Amateur Swim Club.

**Additionally, (insert name) will not:**

- 1.
- 2.

**(Insert name of parent/guardian) will be required to:**

1. Reinforce with x the expectations for good behaviour as per the Code of Conduct.
2. Assist x by encouraging him/her to:
3. Ensure supervision of X
4. Inform the Welfare Officer of any concerns about other swimmer's behaviour towards x

The behaviour contract will be reviewed after 4 weeks to ascertain compliance.

Review date:

If x is reported to have breached this contract or to have behaved in a way that would be a serious breach of the Code of Conduct, the following steps will be taken:

1. Parent/guardian will be informed immediately.
2. A member of the committee, for example the Welfare Officer/Chairperson, will investigate the allegations and a panel hearing may then be convened to consider if the allegations as above.
3. If the action is proven and is a breach of this contract, a panel will decide upon the sanction, this may be a fixed term or permanent club exclusion.

Signed

Member:

Date:

Parent/Guardian:

Date:

Welfare Officer:

Date: