

SLIABH BEAGH A.S.C.

Parents/Guardians Code of Conduct

To assist in the promotion of good practice with the club parents/guardians should:

- Be encouraged to become members of the club and to contribute their time and effort in the daily running of the club. No club can operate successfully without their help.
- Be available for poolside duty and/or other duties if and when required.
- Be aware of the Code of Ethics for Young People in Sport, the Swim Ireland Child Welfare Guidelines, the rules and constitution of Swim Ireland and the rules and constitution of their own club
- Be aware of the relevant Leaders and their role within the club
- Show respect for Coaches/leaders and their decisions
- Be informed of the training and/or competitive programmes
- Ensure that the environment is safe and enjoyable for your children
- Encourage their child in fair play
- Behave responsibly on the pool deck and viewing areas
- Focus on their child's efforts rather than performance
- Focus on the fun and participation of their child in the activity
- Liaise with the Leaders in relation to the times/locations of training sessions, medical conditions of their children and any other requirement for their child's safety.
- Avoid communicating with coaches/teachers during sessions, organise time to speak to them outside session times
- Out of courtesy, if possible, inform the coach if their child will not be attending sessions
- Have a right to have their comments and suggestions considered and their complaints acknowledged and dealt with as they arise through an effective and confidential complaints procedure.
- Accept that a swimming club is not a baby-sitting service
- Be responsible for their children's safety, including delivering and collecting them to/from training and events from the time the coaching session or event starts and immediately after it ends
- Not leave their children waiting unsupervised at the pool at any time.
- Ensure their children are always in possession of direct contact information should this be required for any reason.
- Adhere to rules/guidelines in relation to the possession and use of mobile phones, picture mobiles, cameras and video cameras.
- Adhere to rules and regulations of the Sliabh Beagh Amateur Swimming Club.

Parents should always remember that children play sport for their own enjoyment not that of the parents/guardians.

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Young Person's Code of Conduct

Young swimmers should always:

- Treat Sports Leaders who may be teachers, coaches, club officials or parents with respect
- Play fairly at all times, do their best
- Respect team members, even when things go wrong
- Respect opponents, be gracious in defeat
- Abide by the rules set down by Swim Ireland and their Club
- Talk to the Coach, Team Captains, Club Children's Officer or Committee Member if they have any problems.

Young swimmers should never:

- Cheat
- Use violence
- Use physical contact that is not allowed within the rules
- Shout or argue with officials, team mates or opponents
- Harm team members, opponents or their property
- Bully or use bullying tactics to isolate another person
- Use unfair or bullying tactics to gain advantage
- Use bad language
- Take banned substances
- Keep secrets about any person who may have caused them harm
- Tell lies about adults/young people
- Spread rumours
- Behave in a manner that might bring Swim Ireland or their Club into disrepute

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Away Trip Code of Conduct

- All team members are required to join the team at the point of departure and return to that point with the team. Requests for individual exceptions from the travel plan must be communicated to the Team Manager/Coach, well in advance of departure and will only be considered in exceptional circumstances.
- From arrival at the meeting point, you are responsible to the appointed Team Officials until the trip is complete and the team disperses.
- As a representative of your Club, you are expected to dress and behave in a fitting manner.
- Socially improper language is not acceptable, in the company of your team-mates or in public.
- Team members must attend all meetings and other functions as directed by the Team Officials.
- Punctuality is required on all occasions.
- Curfews or other restrictions are in your interests and must be observed.
- Swimmers must join the team free of the effects of alcohol and are not permitted to consume alcohol until the competition/camp is over.
- Swimmers are required to ensure that the Team Manager/Coach is fully informed of approved medications required. If a medical doctor has approved the medication then a written statement from them as to its content and dosage is required to be presented to the Team Manager/Coach prior to the trip. You may need to obtain a Therapeutic Use Exemption Form with respect to certain medications you are on. Under FINA Law YOU are responsible for ensuring that you do not breach FINA drug laws and you may be required to submit to a FINA drug test.
- It is important that there is mutual respect and unity amongst team members. Swimmers with a grievance should communicate it to the Team Manager/Coach who is authorised to deal with their grievance on the trip. If they are still dissatisfied with the outcome or the Team Manager's/Coach's decision, they may appeal it to the Club or Swim Ireland Complaints Committee on their return from the trip.
- Team members are required to sit with the Team and to communicate with the Team Coach shortly before and shortly after their race.
- Any necessary departure from the Team or its daily plan should be discussed with the Team Manager/Coach.
- Any form of sexual activity is considered inappropriate within a training and or competition experience and is therefore forbidden whilst the swimmer is under the jurisdiction of the Team Manager/Coach.
- The Team Manager has the authority to deal with all disciplinary matters and the duty to impose sanctions. These may include withdrawal from further competition or sending home of swimmers. Serious breaches of this Code will be reported to the Club Complaints Committee, who may take further action.

The Code for Leaders and Coaches/Teachers

- You must follow the points stated in the code of conduct as described below:
- Be familiar with and follow the required procedures in the Code of Ethics, this document, Swim Ireland rules and Regional and Club rules
- Carry out your duties and responsibilities understanding that the welfare of children is paramount
- Where relevant you should be qualified for your position and have obtained up-to-date knowledge and skills as required by Swim Ireland

Create a safe and enjoyable environment for children by:

- Planning and preparing appropriately and be positive during sessions
- Making sure all levels of participation should be enjoyable and fun,
- Prioritising skill development and personal satisfaction over highly structured competition.
- Setting age appropriate and realistic goals
- Avoiding favouritism – each child will need attention according to their sporting needs
- Praising and encouraging effort as well as results
- Showing respect for all involved, children and adults

Recognise and ensure the welfare of children by:

- Keeping attendance records
 - Not exposing a child to criticism, hostility or sarcasm
 - Never swearing at, ridiculing, shouting unnecessarily or arguing with a child
 - Being aware of a child's developmental needs and how a child may be psychologically or physically affected (if relevant for your role)
 - Working in an open environment
 - Ensuring there is adequate supervision
 - Involving and updating parents, especially if a problem has arisen
 - Respecting a child's sensitivity to their height and weight
 - Never using physical punishment or force
 - Not using verbal or physical punishments or exclusion for mistakes
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- Do not allow or engage in bullying behaviour, rough physical games, sexually provocative games, never allow or engage in inappropriate physical contact of any kind or make sexually suggestive comments about or to a child
 - Co-operate with the recommendations from medical and ancillary practitioners in the management of a child's medical or related problems. You may request a certificate of medical fitness to ensure safe continued participation
 - Avoid carrying out any medical testing or giving advice of a personal or medical nature if not qualified to do so or undertake any form of therapy (hypnosis etc.) in the training of children. Any such activity, if qualified, must only be with parent/guardian consent and the understanding of the child
 - Keep any information in relation to a swimmer of a personal or medical nature strictly confidential unless the welfare of the child requires the passing on of this information.
 - Never exert undue influence over a participant in order to obtain personal benefit or reward.
 - Acknowledge the use of drugs, alcohol and tobacco is incompatible with a healthy approach to sporting activity and must be discouraged. Avoid the use of alcohol at all times whilst responsible for young people e.g. training sessions, events and on trips with young people

The Code for Committees

- Committees should follow the points as below:
- Be familiar with the Code of Ethics, this document, Swim Ireland Rules and any Regional and/or Club rules
- Within a Club ensure and approve the appointments of Club Children's Officers (non-committee) and a Designated Person (on committee)
- Carry out your required duties for Swim Ireland, Region or Club understanding that the welfare of children is paramount

Follow the Swim Ireland policies and procedures so that all activities are in accordance with this document:

- Create safe environment for young people
- Ensure the codes of conduct are in place for all involved
- Provide adequate supervision for training sessions with attendance record being kept
- Recruit volunteers/employees including vetting and training is completed
- Understand and implement the complaints and disciplinary procedures
- Ensure safe induction and supervision of volunteers/employees
- Ensure other activities follow procedures e.g. away trips
- All required procedures contained in this document are adopted

Ensure complaints including rumours are not ignored and dealt with appropriately, following the relevant procedures including

- Recording all incidents
 - Reporting the incident/accident or injury
 - Informing the parent or guardian (if child involved)
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- Keep and store securely all documentation with respect to meetings, correspondence and minutes of committee meetings together with General Meetings, including the Treasurers report
 - Set up, maintain, revise and implement rules in the best interests of Swim Ireland, the Region or Club. Rules should not contravene any Swim Ireland rules and must be communicated to the relevant members.
 - Ensure effective communications with members through recognised means e.g. e-mail, web posting, use of noticeboards, etc.
 - Inform parents/guardians in advance and obtain consent for children to be involved in events outside the normal activities within the aquatic disciplines e.g. fun day out, fundraising.
 - Inform parents/guardians where a matter or problem arises relating to their child
 - Monitor with the Children's Officer any changes in membership and any unusual dropout, absenteeism or Club transfers by children or leaders. Ensure these are followed up to determine the reason for the trend.
 - Children's Officers and Coaches must be invited to at least 50% of committee meetings per annum to report and advise the Committee. Children's Officers and Coaches/Teachers may not be appointed/elected members of the committee