



## Code of Conduct

### Objective and Scope

The code of conduct establishes a set of guidelines and procedures, which outline the responsibilities and behaviour of staff, coaches, volunteers, parents and swimmers of Bethnal Green Swimming club. It is expected that the principles of the Code of Conduct should be followed at all swimming events and training sessions.

### Code of Conduct for Swimmers at Training

Be punctual for training sessions and galas. Arrive in plenty of time and in a positive frame of mind. Remain inside the changing room or on poolside until the teacher/coach is present and indicates that you may enter the pool. If you are late, with good reason, always speak to the coach or lane helper to explain before entering the water. If lateness is excessive, the teacher/coach may deny access to the pool to

- 1) minimise the possibility of injury due to missing the preparatory phase of the programme,
- 2) minimise disruption to other swimmers
- 3) Improve future punctuality.

All swimmers are expected to train at least twice weekly with the exception of The Swim Academy and Squad swimmers who are expected to train at least three times a week. The committee, teacher or admin staff should be notified if any swimmer is unable to attend. Failure to meet this without a good reason could result in your place being lost to someone else. A record of attendance will be kept.

Inform the Coach **before** the start of training if you have any illness or are taking any medication.

Bring all your equipment with you – two pairs of goggles, pull buoys, kick boards, hand paddles, swim fins and water bottles. No stopping to alter or repair goggles, they should be altered or changed at the end of the set.

Entry to the pool should be by climbing in unless stated otherwise by your coach or lane helper.

Respect coaches, poolside helpers, officials, parents/carers and all other club members.

Concentrate on what your coaches tell you and do as they ask. Coaches can't always see everything and therefore trust you to do as they ask. By complying with this you will become a better swimmer. They are there for your benefit, not their own

Always complete the full distances you are requested to swim and make every effort to keep the way clear for incoming swimmers. Only overtake if it is safe to do so and only ever in the middle section of the pool.

There are no shortcuts to success. If you cheat by taking shortcuts such as missing out a set, not taking the required rest, pulling on lane ropes, missing out on correct turns, turning before the end of the length, walking the first and last few metres etc; you are only cheating yourself. The more you put into training sessions, the more you will get out of them. Remember practice makes perfect.

Use the pace clock. You are expected to check your own times and distances.



Please keep your log books up to date. You should record how well and how often you have trained and register your improvement in both training and competitions.

Behave appropriately in the water. Do not pull on lane ropes or disrupt other swimmers. Get on with what you are supposed to be doing and don't distract other swimmers. Poor behaviour in the pool will not be tolerated especially if it affects others. This could result in you being asked to leave the pool or being demoted to another lane.

Performance enhancing drugs and substances are strictly forbidden. Swimmers should be aware of the current list of banned substances and particular care must be exercised if anyone is on medication prior to or during a competition. (Please refer to Swim England's Doping Control if unsure).

Any illegal drugs or substances are strictly prohibited.

Verbal or physical bullying will not be tolerated nor will pinching, pulling, pushing, splashing or general antagonising of any sort.

Do and say nothing that will bring the Club into disrepute.

Report any incidents of bad behaviour immediately to the Teacher/Coach.

Bad language is not acceptable.

Behave sensibly in the changing rooms.

In the case of assault, a swimmer will receive an immediate suspension pending an investigation.

Jewellery, watches etc. should never be worn.

Please respect the rules of the swimming venue. Bad behaviour could result in the facilities being withdrawn. Keep poolside and changing rooms tidy and inform coaches of any problems.

When time trials are held prior to a training session, swimmers are expected to either attend just the training or both the training and the time trial. It is not acceptable for swimmers to attend the time trial and not the training unless there is a valid reason. If there is a valid reason, this should be discussed with the coaching staff.

Enjoy your swimming and be a good sport whether you win or lose.

Keep up with all Club activities by reading the notice board, web site and consulting the administration desk.

### **Code for Swimmers at Galas/Competitions/Away Trips**

Notice of any galas and the selected team are always posted on the administration desk well in advance. Please consult this on a regular basis to see if you have been selected

Attendance at galas/competitions for which you have been selected is expected unless agreed by the Coach.

Notify the Coach/Admin desk as soon as possible if you cannot attend a competition/gala for which you have been selected.



If Club transport is not being used please arrive at the venue in plenty of time for the warm up.

If the Club is providing transport, you should remain seated at all times with your seat belt fastened.

Bad behaviour/language in transport, changing areas or poolside will not be tolerated.

When representing your Club, the team kit should always be worn.

The rules of the Venue should be adhered to as well as the rules of the Meet Organisers.

Take notice of all safety announcements.

If swimming for the Club, stay with your team on poolside. Inform the Coach/Team Manager if you have to leave the poolside for any reason.

No electronic devices are allowed on poolside at galas. The Team Manager and your fellow team mates should have your full attention and support.

No eating or drinking poolside unless it is the recommended energy drink/tablet.

All rubbish should be cleared away or placed in the appropriate bins.

Only one costume should be worn to minimise resistance. Likewise jewellery, watches etc should not be worn.

Always warm up by swimming at a constant even pace, initially on front crawl or backstroke. You can then practice your competing strokes/turns.

There should be no diving into the pool unless directed by your coach or the meet organisers. Sprints following a dive are always one way only.

Stand well back behind the block until told.

Stand well back behind the takeover swimmer in a relay as they need the room to swing their arms.

Support each other. You are all part of the same team with one common objective.

Set an example to younger swimmers and other clubs

Treat other competitors and teams with respect, in victory and defeat.

In a trophy gala you should remain to the end of the gala to acknowledge the winning team.

Record your performance in your log book.

*Breaches of the Code for Swimmers will be dealt with in the first instance by the Coach/Teacher. This may include a verbal warning, demotion to another lane or by sitting out for a "time out". The Coach/Teacher may also require the swimmer to get dressed and either go home or sit on poolside if a parent or other responsible adult is not present. If the Coach/Teacher considers the breach (or breaches) merits this, the Coach will report the incident to the Secretary of the Club's Management Committee who, after consultation with the Management Committee, may issue a written warning. Any continuous or serious breaches will be dealt with by the Management Committee and could result in the swimmer's membership being suspended or withdrawn.*



## PARENTAL SUPPORT

The Club recognises the time and commitment parents give to supporting their children's swimming activities. The following guidelines are intended to help parents understand the ways in which they can assist the Club to make their children's membership enjoyable and rewarding

Please bring your child to training sessions in good time for them to get changed and be ready to enter the water at the start of their session. Parents are requested to keep their child in the changing room until the teacher/coach is present poolside and indicates they may enter the pool hall (at the start of the evening training). Everyone gets held up sometimes, if you are late, please notify the administration desk on arrival and remind your child to see their coach or helper at poolside to explain the reason.

Check your child's swimming equipment from time to time. Each swimmer should have two pairs of swimming goggles in their swimming bag, in case of loss or breakages, and in the case of Squad groups a pair of flippers and hand paddles. The Club can usually provide pullbuoys and boards, but, if your child brings their own, please make sure they are labelled with the child's name.

Teachers and coaches have to be responsible for the safety and security of children when they are poolside. Please do not be offended if you are refused access to them on poolside while they are conducting sessions.

Except in very rare (usually emergency) cases, parents are not permitted on poolside during training sessions.

If you need to make enquiries, or have a question for the Coaching staff, please ask at the Administration table at the entrance – they will contact the Coach to arrange to see you.

Be encouraging and supportive of your child's efforts and of all swimmers – they are always trying their hardest, even if they don't win!

Please remember that all Club officials and helpers are volunteers – be courteous to them, they are giving up their time freely.

Bethnal Green Swimming Club is a competitive swimming club therefore Club galas should take priority over other swimming activities. Please try to ensure that your child attends if they have indicated their availability. We welcome parents who want to come along to Club galas to support their child and the BGSSC Swimming Squad. When your child becomes a Squad swimmer, even if they are only nominated as reserve swimmer for an event, try to make sure they attend – they will often be called upon to swim, anyway.

Parents of Squad swimmers can encourage their child to be entered in several Age Group galas each year – contact the Age Group Secretary for information about forthcoming galas. If you enter your child for an Age Group competition, please be sure to inform the Age Group Secretary or Coach. We will usually try to ensure that a Club Coach or official can attend to give support to your child however there could be an odd occasion when this won't be possible.

Swimmers attending time trials, that precede their training session should attend the training also. We request that parents as well as swimmers support this request. If the swimmers are unable to attend both the time trial and training, parents should inform the coach prior to explain why this would not be possible. (Please approach the administration desk).

As members of BGSSC, all parents are considered to be available as volunteers to assist in organising and running the various Club activities. You do not have to be a member of the



Club Committee in order to assist. We always greatly appreciate offers of assistance, however small, since there can never be too many helpers in running a club of this size.

Sometimes parents will have complaints or feel upset about some aspect of a training session or Club event. If so, please contact an officer of the Club committee (ask at the Administration table) and explain what is causing the problem. The Club has a code of practice for grievances and your complaint will be heard. Please don't complain directly to other parents or to Club coaching / assistant staff as this often causes unnecessary upset.

Like any voluntary organisation, all the funds received by the Club are devoted to running the Club for the benefit of the swimmers. Funding is always tight – so please ensure that subscription payments are made on time when due.

If a member wishes to resign he/she must give the Club prior notice of his/her resignation or will be liable for any fees incurred.

Members resigning from the Club cannot rejoin within six months. Any member who wishes to rejoin the Club after having resigned must pay any outstanding arrears before being allowed to rejoin and be aware that you will be placed on the waiting list if no spaces are available.

The Club Notice boards at the entrance and on the Administration table are there to keep you informed of Club activities and dates. Most information is also on our website at [www.bgssc.co.uk](http://www.bgssc.co.uk). Please take responsibility for reading these regularly and keeping your child informed about forthcoming activities and changes in training sessions.