

OFFICIALS AND VOLUNTEERS CODE OF CONDUCT

Officials and Volunteers should comply with the principles of good ethical practice listed below. An Official or Volunteer must at all times:

1. Hold the appropriate valid qualifications, insurance cover and PVG related to your role
2. Develop an appropriate working relationship with all club members based on mutual trust and respect
3. Encourage an environment that values the performance and not just results
4. Show respect to others involved in the sport including other volunteers, athletes, coaches, team managers, match officials, officials and spectators
5. Follow all guidelines laid down by Scottish Swimming and the Garioch ASC
6. Display and promote high standards of behaviour and fair play
7. Always promote the positive aspects of the sport (e.g. fair play) and never condone rule violations or the use of prohibited substances
8. Never exert undue influence over an athlete to obtain personal benefit or reward
9. Always respect other officials decisions and never engage in public criticism of them
10. Respect the rights, dignity and worth of all participants regardless of age, disability, gender, race, cultural background or religious beliefs or sexual identity
11. Refrain from offensive, insulting or abusive language or behaviour
12. Never engage in bullying, intimidation or harassment
13. Abide by Scottish Swimming's Acceptable Use of Mobile Phone Policy and Social Media Guidelines
14. Report inappropriate behaviour or risky situations
15. Respect direction of pool staff who have overall authority for activities held at swimming venues
16. Volunteers and Officials should not allow allegations to go unchallenged, unrecorded or fail to act upon them

Emergency action and first aid

Relevant Officials and Volunteers will be prepared with an action plan in the event of an emergency and will be aware of First Aid Procedure. This will include:

1. Access to First Aid Equipment
2. Telephone contact if the participant is a minor

3. Telephone contact to an Emergency Service

Volunteers and Club Officials have the right to:

1. Access to ongoing training and information on all aspect of your role including safeguarding, wellbeing and child protection
2. Support in the reporting of suspected abuse and poor practice
3. Access to professional support services
4. Fair and equitable treatment by Scottish Swimming / Garioch ASC
5. Be protected from abuse by adults/youths, or other adult members and parents
6. Not to be left vulnerable when carrying out your role

Breaches of the Official and Volunteer Code of Conduct will be dealt with in accordance with Garioch ASC / Scottish Swimming's disciplinary procedures.

I understand that if I do not follow the Official and Volunteer Code of Conduct, Garioch ASC / Scottish Swimming may take any / all of the following actions:

1. Required to apologise formally
2. Receive a warning; verbal or written
3. Required to meet with the club Wellbeing & Protection Officer or designated members of the club committee
4. Monitored by another club volunteer / committee member
5. Required to attend an education course
6. Suspended by the club
7. Required to leave or be removed from post

I have read and understood the above Code of Conduct and I agree to be bound by it:

Name: (print) _____

Position: _____

Date: _____

Signature: _____

Parent Signature (if under 16): _____