

## Guidelines and Codes of Conduct

The following guidelines and codes of conduct for different individuals comply with recognised best practice for safeguarding young people. The principles of the codes of conduct are to identify a standard of behaviour that should be applied to a relationship with other individuals involved in sport. Breaches of the codes of conduct can be considered as issues of poor practice, unless the severity or nature of the breach is considered an abuse of a child in the terms as described in the Protection section of these Guidelines.

The guidelines are followed by individual codes of conduct for each of the people involved in the aquatic sports.

### Guidelines for Young People

Swim Ireland wishes to provide the best possible environment for all young people involved in the aquatic sports and the promotion of good practice in sport will depend on the co-operation of all involved, including the young members of clubs.

Young people have a great deal to gain from sport in terms of their personal development and enjoyment and they have rights which must be respected and responsibilities which they must accept. To respect the rights of children a sporting environment should be safe, enjoyable and free from harm. Young people should realise their responsibility to treat others with fairness and respect and should conduct themselves in a safe manner. For all levels of participation, from learn to swim to elite athletes the ethos is the same. Young people should engage in an enjoyable, organised and fair approach to their sport appropriate to their level of participation.

#### Young people are entitled to be:

- Happy, have fun and enjoy their sport
- Treated fairly
- Safe and feel secure in their chosen sport
- Listened to and allowed to respond
- Treated with dignity, sensitivity and respect
- Represented and have a voice in the decisions that affect them within the Club and

#### Swim Ireland

- Able to say no to something which makes them uncomfortable
- Attend training and competition at a level appropriate to their age, development and ability
- Given the same level of confidentiality afforded to adults

### Code of Conduct for Young People

#### You should always:

- Treat Leaders who may be teachers, coaches, club officials or parents/guardians with respect
- Take part fairly at all times, do your best to achieve your goals
- Respect and support other team members both when they do well and when things go wrong
- Respect fellow participants or opponents and be gracious where you do not succeed
- Abide by the rules set down by Swim Ireland, Region and your Club
- Respect decisions made by others and follow the proper procedure if you feel unjustly treated
- Talk with your Coach, Team Captain, Club Children's Officer or other trusted adult Swim Ireland member if you have any problems
- Be aware of your level of commitment and participation, at times sport is demanding and disciplined, talk through any worries or concerns with your parent/guardian and/or your Children's Officer

#### You should not:

- Cheat
- Use violence or bad language; you should understand physical contact that is allowed within the rules
- Shout or argue with leaders, team mates or opposing participants;
- Harm team members, opponents or their property
- Bully or use bullying tactics to isolate another person or to take or gain an advantage

- Take banned substances to improve performance
- Spread rumours or tell lies about other young people or adults
- Behave in a manner that might bring Swim Ireland or your club into disrepute
- Keep secrets about any person who may have caused you harm or has made you feel upset

Talk through this Code of Conduct with your parent/guardian and/or Children's Officer. This Code of Conduct is for you, whatever your level of participation and you should encourage others to abide by this Code.

### Guidelines for Parents/Guardians

Parents/guardians have the primary responsibility for the care and welfare of their children.

They should encourage their children to participate in sport for fun and enjoyment and should ensure that their child's experience of sport is a positive one. Parents should always remember that children play sport for their own enjoyment not that of the parents/guardians. Parents/guardians and leaders will ideally work in partnership with their club to support the promotion of good practice and measures in place to safeguard children against poor practice and all forms of abuse

Parents/guardians should ensure that their club treats their children with fairness, respect and understanding, and that it is fulfilling its responsibility to safeguard children by ensuring these Guidelines and the Code of Ethics are being implemented in the club.

They should encourage an open approach to discussing safeguarding issues and for their children to tell them about anyone causing them harm or to feel upset.

Parents/guardians should be aware of Club procedures and policies in particular where changes are made that affect them or their children and be informed of all matters relating to ethics and good practice.

Parents/Guardians should remember that children learn best by example.

### Codes of Conduct for Parents/Guardians

Parents/ Guardians should assist in the implementation of best practice by:

- Becoming members of the club and to contribute their time and effort in the daily running of the club. No club can operate successfully without the help of volunteers.
- Being available for poolside duty and/or other specified duties if and when required, these requirements and duties should be set out under your club rules.
- An awareness of and respect for the relevant Leaders and their roles within the club,
- Respecting the decisions made by the Committee and other Leaders and following the proper procedure if felt unjustly treated, with the knowledge that any complaint will be dealt with effectively and confidentially
- Ensuring knowledge of the training and/or competitive programmes, and accepting the responsibility for delivering and collecting their child/children. Parents should ensure they do not leave their child/children waiting unsupervised at any time
- Ensuring the environment is safe and enjoyable for your child/children
- Being a role model for your children and other young people by encouraging fair play, behaving responsibly whilst involved in any activity related to the Club or Swim Ireland
- Ensuring the focus for your children's sport is on their efforts and success in terms of their goals rather than winning
- Encouraging participation that is fun, safe and in the spirit of fair play
- Ensuring appropriate leaders are informed regarding any absenteeism, medical conditions or other relevant matters concerning your child
- Ensuring an appropriate time and place for communicating with leaders and coaches



is arranged; communication should not take place whilst leaders and coaches are in a position of supervision or responsible for other young people

- Being given the opportunity to put forward suggestions and comments, including acknowledgment of complaints
- Ensuring their child/children have knowledge of direct contact information in cases of emergency. This information should also be given to the Club
- Ensuring the Guidelines covering the use of mobile phones, any type of camera and videoing equipment are respected and adhered to.
- Being aware and abiding by the Code of Ethics, Swim Ireland Guidelines for Safeguarding Children 2008, the rules

and constitution of Swim Ireland and the rules and constitution of their own club

The following is the example of the sign up sheet required by Young People and Parents/Guardians. This may be incorporated into the Club membership registration form; however Clubs should ensure all participants sign up to the codes of conduct. (Sign up sheet available with these Guidelines)

CLUB: \_\_\_\_\_

**Young People**

I have read, understood and agree to abide by the Code of Conduct for Young People, Swim Ireland Guidelines for Safeguarding Children 2008 the Rules of Swim Ireland and \_\_\_\_\_ (enter Club name)

1. Signature of Young person \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_

2. Signature of Young person \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_

3. Signature of Young person \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_

**Parents/Guardians**

I have read, understood and agree to abide by the Code of Conduct for Parents/Guardians, Swim Ireland Guidelines for Safeguarding Children 2008, the Rules of Swim Ireland and \_\_\_\_\_ (enter Club name)

Parent's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent Name please print \_\_\_\_\_