



Dorking Swimming Club Managing Challenging Behaviour and Disciplinary Procedure

Dorking Swimming Club follows the guidelines in the ASA Wavepower 2016-19 policy on Managing challenging behaviour and Disciplinary Procedure.

<http://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/>

Code of Conduct

Dorking Swimming Club has a Code of Conduct for swimmers, coaches and parents. It outlines the standard of behaviour expected from swimmers on and off poolside at training and in events, and the role of coaches, parents/guardians in supporting the Club and the swimmers in adhering to these standards. Copies are issued to all new members. Swimmers, together with parent/guardians of under 18's, sign and return a reply slip indicating their acceptance of this Code. The Code is also included in the Information & Policies section of the Club website.

Issues of behaviour and control will be discussed pre-season at Dorking Swimming Club with all swimmers and at suitable intervals during the year with staff, volunteers, parents and children in the context of rights and responsibilities.

The behaviour policy is designed to:

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

A swimmer's failure to comply with the Club's Code of Conduct is detrimental to training and competition, can spoil the enjoyment of other swimmers, volunteers and club members, and can adversely affect the club's reputation with venues.

As always, the welfare of the child is the paramount consideration.

Disciplinary procedures are only applicable to breaches of Club rules by members of DSC. The Club does not have the powers to consider complaints against non-members, members of other swimming clubs, or address offences under ASA Law.

Positive behaviours

The club models and promotes positive behaviour at every opportunity.

DSC encourages each swimmer to take responsibility for themselves and others, their learning and training, and the environment. 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

Behaviour is considered inappropriate if it is not in-keeping with the spirit of the Swimmers Code of Conduct.

Examples (but not limited to) are:

- swimmers who do not follow the Code of Conduct.
- do not follow the instructions of a coach, team manager or chaperone.
- are disruptive, rude, abusive, bullying or 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.
- being under the influence of alcohol or drugs or possession of illegal drugs
- sexual or racial harassment or discrimination
- theft, fraud, or other criminal acts

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.

Challenging behaviour

Some children exhibit challenging behaviour as a result of specific circumstances, e.g. a medical or psychological condition, and coaches may therefore require specific or additional guidance. These and any other specific needs the child may have should be discussed with parents/carers and the child in planning for the activity, to ensure that an appropriate approach is agreed, and additional support provided where necessary.

Sport can make a significant contribution to improving the life experience and outcomes for all children and young people. Every child should be supported to participate and only in exceptional circumstances, where the safety of a child or of other children cannot be maintained, should a child be excluded from activities.

Staff and volunteers should review the needs of any child for whom sanctions are frequently necessary. This review should involve the child, parents/carers. and, in some cases, others involved in supporting or providing services for the child and his/her family, to ensure an informed decision is made about the child's future or continued participation.

Planning Training Activities

Good coaching practice requires planning sessions around the group but also involves taking into consideration the needs of individuals within that group. As part of session planning, Dorking coaches will consider whether any members of the group have, presented previously or are likely to present, any difficulties in relation to the tasks involved, the other participants or the environment. Where potential risks are identified, strategies to manage those risks will be agreed in advance of the session, event or activity.

The planning will also identify the appropriate number of adults required to safely manage and support the session, including being able to adequately respond to any challenging behaviour and to safeguard other members of the group and the staff/volunteers involved.

When children are identified as having additional needs or behaviours that are likely to require additional supervision, specialist expertise or support, this should be discussed with parents/ carers and the young person, where appropriate. Dorking Swimming Club will seek to work in partnership with parents/carers, and where necessary, external agencies, to ensure that a child or young person can be supported to participate safely.

Discipline during Training Sessions:

In responding to challenging behaviour, the response should always be proportionate to the actions, be imposed as soon as is practical and be fully explained to the child and their parents/carers.

During training sessions, the Lane Coach/Teacher is responsible for the effective training of swimmers in their lane(s). This includes ensuring the swimmers' behaviour towards their coach and fellow swimmers is appropriate & respectful, and that good lane discipline is always maintained. The squad coach has the right to discipline any swimmer whose behaviour breaches the Club's Code of Conduct.

It is expected that most matters relating to minor behavioural infractions will be dealt with by the coach informally at the time of the event. Promotion of self-reflection and self-discipline; an acceptance of responsibility and giving a commitment not to repeat the behaviour will be encouraged where possible,

The teacher/coach is responsible for deciding whether a swimmer's behaviour is acceptable and for judging how serious the inappropriate behaviour is. If the teacher/coach considers a swimmer's behaviour is unacceptable then the following sanctions are available to them:

Verbal Warning

- a) Give initial verbal reprimand ensuring swimmer knows the reason for it and asking for actions not to be repeated.
- b) For repetition of inappropriate behaviour, the coach may issue a second verbal reprimand & ask for an apology or issue time out poolside. This will be noted on the session register. Parents/guardians may be informed and asked to reinforce positive behaviour.
- c) For more serious inappropriate behaviour, the coach may ask a parent to collect the child before the end of the session if possible.

Persistent or serious breaches of conduct

Will be reported to the Club Chairman and Welfare Officer.

Written Warning

A letter or email will be sent to the parent informing them of the circumstances & warning them that, if their child's inappropriate behaviour continues, further action may be taken. Confirmation will be required from the parent that the swimmer understands and is committed to their training. All reports are private and confidential and will only be disclosed to the Welfare Officer or those entitled by law where necessary.

With the informed support of the swimmer's parent/guardian in most cases an amicable resolution should be found at this stage or earlier. However, if problems continue then:

- The Committee may insist that the swimmer's parent is present at future training sessions until the swimmer's behaviour is deemed acceptable.
- Swimmer and parents/guardians may be required to sign a Behaviour Plan (see Appendix 1) in accordance with ASA WAVE POWER.
- Seeking additional/specialist support through working in partnership with other agencies to ensure a child's needs are met appropriately, e.g. referral for support to Children's Services, discussion with the child's key worker if they have one, speaking to the child's school about management strategies (all require parental consent unless the child is felt to be 'at risk' or 'in need of protection').

Where the above sanctions are ineffective, the Committee may, at its discretion, suspend a swimmer from training with the club for a period of time.

Where behaviour is persistently or grossly unacceptable and an amicable solution has not been reached following an investigation and panel hearing –the committee reserves the right to permanently exclude a swimmer from the club-after which the ASA may be informed.

Serious safeguarding matters or illegal activity will be referred to ASA / Police.

Discipline at Gala's and Open Meets:

The Team Manager or nominated lead poolside marshal for that event has responsibility for the swimmers' behaviour and is supported by the other adults supervising the swimmers on poolside.

What will happen after an incident?

Dorking Swimming club has a welfare officer who will check on the physical and emotional well-being of the child and staff after an incident. They will know and have access to the guidance from the Wavepower 2016-19 document to know who should be informed and the system for recording and monitoring.

Right of Appeal:

First right of appeal is to the Club Chairman. The appeal must be received within 14 days unless there is good reason to extend the time frame. The Club Chairman will organise an independent assessment of the case and report within 28 days unless there is good reason to extend the time frame. A final right of appeal is possible under the ASA Judicial Laws.

Where a swimmer is suspended or expelled under the terms of this Disciplinary Policy, no fees will be refunded.