

Coaches' Disciplinary Measures

November 18, 2010

Level 1:	
Description of causes	An isolated incident or first offence.
Examples	Disruption of a training set, failure to follow instructions correctly, general larking about.
Actions	Sin-bin: 10 minutes on side of pool or similar appropriate penalty at coach's discretion. Example: Press-ups, although penalty should not be humiliating to the individual.
Warnings	Verbal warning that a repeat will result in exclusion from the remainder of that session.
Information	Coach to make diary notes of the actions.

Level 2:	
Description of causes	Repeat offence following earlier Level 1 offence during the same session. Build up of Level 1 offences in the same week (3 or more). More serious misconduct.
Examples	Disrespectful conduct to the coach or other swimmers, deliberate disruption, wilful failure to follow training set instructions.
Actions	Exclusion from training session, sent to get changed.
Warnings	Verbal warning that failure to improve behaviour during subsequent sessions will result in a suspension.
Information	Coach to make diary notes of the actions.

Level 3:	
Description of causes	Repeated Level 1 & 2 offences over a period of time (within a rolling month). Repeat of a more serious Level 2 offence within 2 weeks of that offence.
Examples	See Levels 1 & 2.
Actions	Exclusion from that training session. Review with Grievance Committee which may lead to suspension from training for a period of up to 5 days.
Warnings	Written warning that 3 months of probation will be applied following suspension.
Information	Coach to make diary notes of the actions. Written warning sent from Coach/Grievance Committee. Executive Committee informed.

Level 4:	
Description of causes	Repeat Level 2 offences following a Level 3 disciplinary action (within 3 months of that action). Gross misconduct.
Examples	Grossly offensive behaviour or language. Acts endangering the safety of others.
Actions	Exclusion from that training session. The coach will send a written report to the Grievance Committee for further action. The Grievance Committee may deal with the incident or form a disciplinary panel to hear the evidence and decide upon actions to be taken. A disciplinary panel shall have the power to impose specific conditions of behaviour on the member and disciplinary actions including suspension from training or termination of membership.
Warnings	The decisions of the disciplinary panel will be communicated in writing.
Information	Coach to make diary notes of the actions and inform the Grievance Committee with the written report.