

BEHAVIOUR LADDER

	Example(s) of behaviour	Outcome/action taken	Who
1	<ul style="list-style-type: none"> Failure to follow the swimmers code of conduct as previously explained and signed by the swimmer. 	<ol style="list-style-type: none"> Swimmer reminded of the club's expectations; Their negative actions will be highlighted by coach, team manager or poolside assistant; A self-modification by the swimmer is expected. 	<ul style="list-style-type: none"> Swimmer Coach
2	<ul style="list-style-type: none"> Repeat failure to follow the code of conduct, despite the initial reminder 	<ol style="list-style-type: none"> A direct, verbal request for the swimmer to modify behaviour from coach, team manager or poolside assistant. 	<ul style="list-style-type: none"> Swimmer Coach
3	<ul style="list-style-type: none"> Continued failure to follow the code of conduct despite the direct, verbal request. Swimmer's conduct results in a coach being withdrawn from group responsibilities Non-engagement with activities 	<p style="text-align: center;">FIRST VERBAL WARNING</p> <ol style="list-style-type: none"> A verbal warning issued to the swimmer highlighting the issue and reminder of the code of conduct and subsequent behaviour ladder sanctions Parents/guardians and Welfare Officer will be informed OnDeck attendance to be altered to reflect participation. 	<ul style="list-style-type: none"> Swimmer Coach Parent/Guardian Welfare Officer
4	<ul style="list-style-type: none"> Continued failure to follow the code of conduct despite First Verbal Warning Rude, abusive, bullying or discriminatory behaviour toward others. 	<ol style="list-style-type: none"> Swimmer asked to sit out of part (20 min time out) or all of the session (as determined by coach), to reflect upon the situation and read the Code of Conduct followed by a discussion with the coach. Parents/guardians contacted, informed and may be asked to collect the swimmer. Parent/guardian (or nominated adult) required to be poolside at beginning and end of sessions for a short period 	<ul style="list-style-type: none"> Swimmer Coach Parent

All instances below this section will be recorded for monitoring and evidence if further escalation occurs

	Example(s) of behaviour	Outcome/action taken	Who
5	<ul style="list-style-type: none"> Continued failure to follow the code of conduct despite 'time out' period. Fighting or physically or verbally aggressive. Repetition of rude, abusive, bullying or discriminatory to others. Use of social media to bully, intimidate or belittle others 	<p style="text-align: center;">SECOND VERBAL WARNING</p> <ol style="list-style-type: none"> Swimmer instructed to sit out for the remainder of the session/competition and return to poolside dressed until collected. Parents/guardians informed, asked to collect swimmer & reinforce positive behaviour. Parent/guardian (or nominated adult) required to be present throughout training sessions on poolside for a specified period. 	<ul style="list-style-type: none"> Swimmer Coach Parent
6	<ul style="list-style-type: none"> Repeat behaviour requiring repeat of the Second Verbal Warning Consumption of alcohol or smoking linked to a club event 	<ol style="list-style-type: none"> Swimmer asked to meet with coach, Head Coach, Welfare Officer and parents/guardians to discuss how positive behaviour will be maintained. Swimmer and parents/guardians may be required to sign a Behaviour Plan in accordance with ASA WAVE POWER. 	<ul style="list-style-type: none"> Swimmer Coach Head Coach Parent Welfare officer

Continued....

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7	<ul style="list-style-type: none"> Breach of the agreed Behaviour Plan Persistent unmanageable behaviour Physical or verbal aggression / behaviour that is deemed a danger to others Theft or other criminal activity 	<p style="text-align: center;"><u>TEMPORARY SUSPENSION</u></p> <ol style="list-style-type: none"> Club welfare officer and executive officer(s) contacted and temporary suspension from the club. Swimmer and parents/guardians will be notified of the period of suspension. Note: fees are not refundable in these circumstances. Swimmer and parents/guardians will be required to sign a Behaviour Plan in accordance with ASA WAVE POWER. 	<ul style="list-style-type: none"> Swimmer Coach Head Coach Parent Welfare officer Club Chairperson
8	<ul style="list-style-type: none"> Failure to modify behaviour despite all above strategies being applied The swimmer remaining as a member is not in the best interests of the club 	<p style="text-align: center;"><u>PERMANENT EXCLUSION</u></p> <ol style="list-style-type: none"> Permanent exclusion from the club following an investigation and panel hearing. Club reserve right to inform the ASA. 	<ul style="list-style-type: none"> Swimmer Coach Head Coach Club Chairperson Parent/Guardian Welfare Officer ASA

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Appendix 1 - ASA Behaviour Plan – Example

From: WAVE POWER 2016

Behaviour Contract

Date: DD/MM/YYYY

Contract between **Clevedon Amateur Swimming Club** and *[name of swimmer]*

This contract has been drawn up by the Welfare Officer, CASC to address incident(s) of:

1. *[Insert incident summary here]*

On return to swimming from date, *[name of swimmer]* will:

1. Abide by the ASA/CASC Code of Conduct, copy attached.
2. Act in a manner that upholds the Code of Conduct, his personal reputation and the reputation of CASC.

Additionally, *[name of swimmer]* will not:

- 1.

Mr and Mrs /guardian will be required to:

1. Reinforce with *[name of swimmer]* the expectations for good behaviour as per the Code of Conduct,
2. Assist *[name of swimmer]* by encouraging him/her to:
3. Ensure supervision of *[name of swimmer]*
4. Inform the CASC Welfare Officer of any concerns about other swimmers behaviour towards *[name of swimmer]*

The behaviour contract will be reviewed after 4 weeks to ascertain compliance. **Review date** : *[DD/MM/YYYY]*

If *[name of swimmer]* is reported to have breached this contract or to have behaved in a way that would be a serious breach of the Code of Conduct, the following steps will be taken:

1. Mr and Mrs X / guardian will be informed immediately.
2. A member of the club Committee, for example the Welfare Officer / a club coach, will investigate the allegations and a panel hearing may then be convened to consider if the allegations as above.
3. If the action is proven and is a breach of this contract, a panel will decide upon the sanction, this may be a fixed term or permanent club exclusion.

Signed:

Member:

Date:

Parent 1:

Date:

Parent 2 (if applicable):

Date:

Welfare Officer:

Date: