



CODE OF CONDUCT – PARENT / CARER GUIDANCE



Code of Conduct

Kidlington and Gosford Swimming Club comply with the Codes of Conduct adopted by Swim England which apply to everyone involved in swimming. Below is set out the Club's code in relation to parents / carers in 'contract' form.

1. I will complete and return the Medical Information Form as requested by the Club and provide details of any health conditions/concerns relevant to my child on the consent form. I will report any changes in the state of my child's health to the coach prior to training sessions or events. I will ensure that the organisation has up-to-date contact details for me and for any alternative person(s) as required.
2. I will deliver and collect my child punctually to and from training sessions/events. I will inform a member of the committee or coaching staff if there is an unavoidable problem. If the organisation changes my child's lane and/or changing times, I will remember that the change is to provide appropriate levels of training and to enable my child to progress, and I should therefore support and encourage this at all times.
3. I will ensure my child is properly and adequately attired for the training session/events including all mandatory equipment e.g. hats, goggles, etc.
4. I will inform the coach/welfare officer before a session if my child is to be collected early from a training session/event and if so, by whom.
5. I will encourage my child to obey the rules and teach them that they can only do their best.
6. I will behave responsibly as a spectator during training/events and treat members, coaches, committee members and other parents of members of both my child's organisation and any other organisation with due respect, in accordance with the Swim England commitment to equality and diversity.
7. I will not use inappropriate language within the organisation environment.
8. I will show appreciation and support my child and all the team members.
9. I will ensure my child's needs are met in terms of nutrition and I will listen to advice given from the coach/nutritionist.
10. I will support the coach and committee appropriately and raise any concerns I may have in an appropriate manner to the welfare officer.
11. I will not enter poolside unless requested to do so or in an emergency.
12. If I wish to have a discussion with the coach, I will check with the welfare officer as to how this can be arranged.
13. Most of all, I will help my child to enjoy the sport and to achieve to the best of their ability.

The Club will:

1. Inform you at once if your child becomes ill and will ensure their wellbeing until you are able to collect him/her.
2. Ensure good child safeguarding guidelines are followed at all times to keep your child safe.
3. Ensure all activities are properly supervised/taught/coached and that consent is obtained for any activity outside of that previously agreed.

You have a right to:

1. Make a complaint to the Club if you feel the organisation or a member of the Club is not acting appropriately or in accordance with Swim England/Club rules and regulations. Details of how to do this can be obtained from the welfare officer.
2. Make a complaint on behalf of your child to Swim England Office of Judicial Administration.

Signed.....

Date.....

KGSC Specific Guidance for Parents/Carers

Childcare responsibility:

Please remember that the Club is not a registered child care facility and your child remains your responsibility whilst attending a swimming session. If you leave the leisure centre please ensure that you return in good time to collect your child at the end of the session. Your child will not be allowed to leave the centre alone without your express agreement in writing. If you will not be collecting your child you are required to notify the poolside coach or teacher of the name and contact number of the person you have nominated to do so. Please note that at all times you are also required to provide an emergency contact number to the poolside coach or teacher if are not remaining within the centre during a training session.

Punctuality:

Please support the swimmers by helping them arrive on time and encourage their independence by making them responsible for bringing and looking after their equipment.

Changing rooms:

The changing facilities are the responsibility of the leisure centre and are not supervised by the club. See leisure centre staff for help if required. The Club strongly recommends that you do not enter same sex changing rooms alone and never enter opposite sex changing rooms. If there is a problem, contact a member of the leisure centre's staff or the duty manager first.

Training:

They are welcome to stay for the duration of training but please do not disturb swimming training sessions.

Parent / carers are asked to leave their stop watches at home, as times in training often bare no relation to competition and to leave the coaching, management and constructive criticism of swimmers to the Coach or appropriate club official. Any observations should be voiced privately to the coach after the session.

Information:

Please read the notice board and check the web site regularly and please notify Team Managers in good time if you or your child is unable to swim in a Gala as well as observing deadlines for competition entries.

Disciplinary Procedure

If any swimmer is in breach of the Code, then the person responsible for coaching that swimmer at that time, may at their discretion ask the swimmer to sit out part of or the remainder of that training session. In the latter case, if a carer/parent is not immediately available then the poolside coach/teacher will require them to remain on poolside unless there is a committee member or poolside assistant available to remain with them within the leisure centre until the end of the session. They are not to leave the leisure centre building early unless accompanied by a carer/parent or other person nominated in writing.

If a swimmer commits a serious breach or persistently breaches the Code then that swimmer may at the discretion of the Committee be suspended or expelled from the Club. Any appeal from such a suspension or expulsion shall be made to the Club Secretary, who will hear the appeal in conjunction with 3 other committee officers and the Club Welfare Officer, in line with the club Grievance Policy. A majority vote will be required to uphold, vary or rescind the suspension or expulsion.

Your rights in respect of this procedure are detailed above