



Coaches Code of Conduct

The Stingrays Swim Team helps fulfill the Y's mission by offering an accessible competitive swim team experience for young people to develop in spirit, mind, and body through competitive swimming. The purpose of this code of conduct for coaches is to establish common expectations for all members of the coaching staff of the club. It is to be used as a guide to promote a positive team environment and good sportsmanship.

Section 1: General Information

As program staff on Stingrays, we are committed to the following priorities:

- 1. Safety:** None of our other priorities or goals can be met if our participants are not safe and healthy. The pool can be an extremely dangerous environment. It is imperative that the Stingrays coaches partner with the Aquatics Staff and Department to maintain a safe pool facility, first and foremost.
- 2. Positive Team Experience:** For some of our swimmers, this is their only sport or might be their only extracurricular activity. We want to make sure they are able to use swimming as a lifelong activity to maintain their health by creating a positive experience for them emotionally and physically. This means that swimmers should have fun, be a part of our TEAM community, and improve as competitive athletes.
- 3. Professionalism:** We have high goals for our programs, and many of our families choose to make significant sacrifices to be part of our team. To reach these goals and to provide a positive team experience, we must display a high level of professionalism in our program – from how we dress to how we speak to how we perform every day.
- 4. Competitive Excellence:** We are a competitive team and we want to teach our participants about the value of competition. In order to compete, you have to strive to win, both as a team and as an individual. Each season, we set competitive goals for our team to help guide our swimmers and coaches to growth.

Section 2: Policies and Procedures



1. At all times, adhere to USA Swimming's rules and code of conduct. Coaches who exhibit sexist, racist, homophobic, or otherwise inappropriate behavior will be faced with consequences.
2. Set a good example of respect and sportsmanship for participants and fans to follow.
3. Act and dress with professionalism and dignity in a manner suitable to their profession.
4. Respect officials and their judgment and abide by the rules of the event. Treat opposing coaches, participants, and spectators with respect.
5. Instruct participants in sportsmanship and demand that they display good sportsmanship.
6. Coach in a positive manner and do not use derogatory comments or abusive language.
7. Win with humility and lose with dignity.
8. Treat every athlete fairly, justly, impartially, intelligently, and with sensitivity.
9. Always place the well-being, health, and safety of swimmers above all other considerations, including developing performance.
10. Continue to seek and maintain their own professional development in all areas in relation to coaching and teaching children.
11. Always maintain a professional separation between coach and athlete.

Required Certifications

Within 30 days of hiring, all coaches must complete and submit all necessary certifications for both YMCA and USA Swimming coaches registration. All fees are covered by the Y.

The Head Coach will submit certifications for YMCA registration through TeamUnify (our team website). USA Swimming courses and registrations are completed through the USA Swimming database – SWIMS. Links for registration in SWIMS and TeamUnify will be sent to new coaches by the Head Coach/Team administrator.



Each coach is responsible for monitoring and maintaining current certifications. Please contact the Head Coach if a certificate needs to be updated.

THE WHAT (Essential Functions - Assistant Coaches)

1. Design and plan swim instruction and workout curriculums for designated levels.
2. Provide feedback to participants to facilitate improvement.
3. Enforce aquatic rules and policies by maintaining constant surveillance of class participants.
4. Record and maintain attendance records.
5. Set up facility or equipment, store equipment, and secure facility upon completion of class.
6. Attend staff meetings.
7. Report any items that may provide a health or safety hazard to staff, members or guests to your supervisor or the person responsible for those items at your site.
8. Follow all policies and procedures related to keeping children safe in our facilities and programs, including those related to managing visitors and guests at our facilities.
9. Report any suspicious behavior and violation of policy and procedures to your supervisor.
10. Ensures a strong focus on character development and diversity, equity and inclusion throughout programming.
11. Reports damaged equipment or safety hazards promptly.
12. Performs any other functions necessary for the smooth and efficient operation of the YMCA of Rock River Valley.

THE HOW (Procedural Expectations)

Professional and Technical Procedures

Every week, all coaches must:

- Read the Stingrays Weekly Update to stay current on team events.
- Read and respond to (if needed) the Coaches Weekly Update from Coach Dan.

Every day before practice, all coaches must:

- Arrive on-deck 15 minutes prior to the start of their practice.



- Arrive in athletic, casual swim-related, or business casual attire.
- Have a plan for the day's practice(s) and know how it fits into the larger plan for practice (Weekly, Seasonal, etc.).

Every day during practice, all coaches must:

- Verbally address each swimmer in their group(s) by name.
- Verbally share a piece of positive feedback or encouragement with each swimmer.
- Address an aspect of technical development in each practice.
- Ask swimmers to perform at race effort at some point in each practice.

At every meet, coaches are expected to:

- Assist with set-up and preparation for any home meets.
- Arrive on-deck 15 minutes prior to the start of the team's scheduled warmups.
- Assist with running warmups, following all rules laid out by the host team, facility, or organization.
- Watch their primary athletes in all races.
- Provide one piece of positive feedback and one area of improvement to all their primary swimmers after each race.
- Assist with clean-up and any follow-up procedures if needed.

Athlete Safety Best Practices

- Abide by Praesidium guidelines, the MAAPP and all SafeSport guidelines.
- Never be alone with an athlete; remain in sight of others and interruptible.
- Avoid physical contact with athletes.
- Physical contact with athletes should be kept to a minimum, but all physical contact with an athlete above the shoulders (other than in-water swim instruction).