



Swim Excellence Academy

Bullying Policy & Action Plan

Purpose

Bullying of any kind is unacceptable at Swim Excellence Academy (SEA) and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. SEA is committed to providing a safe, caring, and friendly environment for all members. If bullying does occur, athletes and parents should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, board member, or athlete mentor.

Objectives

- Make it clear that SEA will not tolerate bullying in any form.
- Define bullying and ensure all board members, coaches, parents, and swimmers understand what it is.
- Provide a clear policy and protocol for addressing bullying issues.
- Make reporting procedures clear and accessible.
- Assure swimmers and parents that reports of bullying will be taken seriously and that they will be supported.
- Promote team spirit, respect, and a supportive environment.

Definition of Bullying

Bullying is the use of aggression—whether intentional or not—that causes harm, fear, or distress to another person. It results in pain and disruption to the team environment.

Bullying includes the severe or repeated use, regardless of when or where it occurs, by one or more USA Swimming members of:

- Oral, written, electronic, or technological communication (including social media).
- Images, sounds, data, or intelligence of any nature.
- Physical acts or gestures.
- Any combination of the above.



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Bullying is considered to have occurred when it:

- Causes physical or emotional harm to another member or damages property.
- Places another member in reasonable fear of harm or property damage.
- Creates a hostile environment at any USA Swimming activity.
- Infringes on the rights of another member at any USA Swimming activity.
- Materially disrupts training, practices, workouts, or the orderly operation of SEA activities.

Reporting Procedure

Any athlete who feels they have been bullied is encouraged to do one or more of the following:

- Talk to their parents.
- Speak directly with a Club Coach, Board Member, or designated individual.
- Write a letter or email to the Club Coach, Board Member, or designated individual.
- Make a report to USA Swimming Safe Sport staff.

There is no strict time limit for initiating a complaint, but concerns should be raised as soon as possible to ensure accurate recall and timely resolution.

How We Handle Bullying

On the Spot

If bullying occurs during team activities, SEA staff will:

1. Intervene immediately (with another adult if needed).
2. Separate those involved.
3. Ensure everyone's safety.
4. Address any immediate medical or mental health needs.
5. Stay calm and reassure all athletes, including bystanders.
6. Model respectful behavior while resolving the situation.



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After a Report

If bullying is reported, SEA leadership will:

- Investigate the incident thoroughly.
- Support the athletes involved.
- Take appropriate action to stop the behavior and prevent recurrence.
- Communicate outcomes to parents and athletes as appropriate.

Commitment

Swim Excellence Academy takes bullying seriously. All swimmers, parents, and staff can be assured that reports will be addressed promptly, respectfully, and with the goal of maintaining a safe and positive environment for everyone.