

## **Life Time Swim Team Code of Conduct**

### **Participant guide for Life Time Swim Team participation.**

As a Life Time Swimmer, you have a right to:

- Be respected.
- A safe environment.
- Succeed.
- Listen and be heard.

As a Life Time Swimmer, you have a responsibility to:

- Follow and abide by USA Swimming MAAPP & Safe Sport rules, code of conduct & policies.
- Be on task and set a good work ethic.
- Not demean others.
- Respect others, their property and personal space, show good sportsmanship.
- Follow directions, ask questions.

The Life Time coaches accept responsibility to:

- Follow and abide by the USA Swimming MAAPP & Safe Sport policies.
- Provide workouts, swim sets and give corrective feedback.
- Provide an orderly and safe environment.
- Provide an encouraging, positive, and productive environment.

Life Time expects staff, swimmers, and parents to abide by the following character traits:

- Respect – for yourself, others, and Life Time staff and property and any facilities we visit.
- Dignity – for others' points of view and differences.
- Honesty – in athletics and activities.
- Responsibility – for actions and words.
- Teamwork – value everyone's contribution.

Our behavior management techniques include:

- Clearly communicating the expected behavior and restating the expectation if needed.
- Telling the child what is desired behavior
- Praising appropriate behavior

Any corrective action is intended to provide opportunities for a participant's guidance and growth. Staff will encourage swimmers to state their needs and listen to the needs of others. Our environment is structured to encourage children to make positive choices, guided by caring and supportive staff. When a participant's behavior negatively impacts their ability to interact with

others, they demonstrate the inability to control their actions and/or emotions or the inability to judge social and play situations appropriately; this may result in an interactive process with Life Time Leaders, which may include, but is not limited to, mandatory reporting to Safe Sport, USA Swimming and the police, removal from a program and possible loss of membership.

The following is a list, including, but not limited to, behaviors that will not be tolerated and are subject to disciplinary action(s):

1. Theft, disrespect, destruction, or degradation of people, places, and/or objects
2. Refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives
3. The possession, use, or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden
4. Bullying, harassment, hazing, emotional and physical misconduct
5. Sexual misconduct and sexual abuse
6. Disrespectful behavior towards coaches, parents, other swimmers or staff
7. Team members will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times
8. No "deck changes" are permitted (USA Swimming Policy). Athletes are expected to use available change facilities
9. Swimmers are to refrain from inappropriate physical contact at including but not limited to, team activities and events
10. Swimmers are to refrain from use of inappropriate language
11. Team members are reminded that when competing in meets, traveling on trips, and attending other meet-related functions, they are representing both themselves and Life Time. Athlete behavior must positively reflect the high standards of the team and Life Time.
12. Team members are also responsible for following all Life Time Club Policies whether at a Center or at an off-site Swim Team event.

Disciplinary measures are enforced at the discretion of the coaching staff, AQ Leader and General Manager and depend upon severity and/or continued abuse of Life Time, Safe Sport and USA Swimming, expectations, rules, regulations and determinations. The following is a list of possible consequences for breaking any part of the Code of Conduct:

1. Meeting with coach and/or parent(s)
2. Temporary or permanent suspension from the team and suspension of their Life Time membership.
3. Dismissal from a non-travel Swim Team event and parent's called to pick them up.
4. Dismissal from the trip and immediate return home at the athlete's expense
5. Disqualification from future team travel meets

6. Proceedings for a USA Swimming National Board of Review
7. Reporting to Safe Sport to investigate and issue decisions in regards to the violation of Safe Sport Code.
8. Report to police.

It is our hope that the following measures would not need to be used, but if a swimmer fails to maintain the established standards, the following action will be taken:

**1st Incident** – Swimmer and parents/guardians will receive a warning to cease inappropriate behavior or, if applicable, based on the severity of the incident, up to and including suspension from the swim team and their Life Time Membership or removal from the swim team and termination of their Life Time Membership .

- In the case of incidents of sexual misconduct, sexual abuse and/or where a swimmer, swim team member, coach or Life Time member was intentionally emotionally or physically injured due to the actions of a swim team member, consequences may include but are not limited to an immediate suspension from the swim team and their Life Time membership up to a permanent suspension from the swim team, the termination of their Life Time membership and Safe Sport & USA Swimming sanctions (Based on the results of Life Time’s and Safe Sport’s investigation). The incident may also be reported, including but not limited, to USA Swimming, the Center for Safe Sport and the police, as applicable. Suspension times for swim team and USA Swimming sanctions will be determined according to Safe Sport and USA Swimming guidelines. Life Time will determine membership suspensions and/or terminations based the results/determinations of the Safe Sport, USA Swimming and Life Time investigations, as applicable.

**2nd Incident** - Swimmer will not be permitted to return to practice and/or any Life Time club until they and their parents have met with the coaches and the investigation into the incident has concluded. Additional disciplinary measures may be determined based on the investigation of the incident, including but not limited to the reporting of the incident to Safe Sport, USA Swimming and the police, suspension from the swim team, suspension from all Life Time Clubs up to and including removal from the swim team and termination of their Life Time Membership.

**3rd Incident** - Swimmer will not be permitted to return to the swim team, their Life Time Membership may be terminated and the incident may be reported to Safe Sport, USA Swimming and the police, based on the incident and subsequent investigation, as applicable.

### **Summary of Method:**

If a participant engages in inappropriate behavior, then the Life Time Swim Team Staff, in cooperation with the parents or guardian(s) will identify various accommodations and strategies to ensure that the behavior does not become disruptive or a safety threat. If the inappropriate behavior emotionally, physically, or sexually threatens and/or hurts (collectively (“Hurtful Misconduct”) another participant, swim team member, coach, swimmer, Life Time member or

guest, disciplinary actions will be taken, which may include but is not limited to, reporting the Hurtful Misconduct to USA Swimming & Safe Sport and the police, suspension from the swim team, suspension of their Life Time Membership up to and including removal from the swim team and termination of their Life Time Membership.

### **Step 1: Early Intervention**

Coaches will clearly communicate with participant and document participant behavior. The coaches are primarily responsible for the maintenance of proper participant behavior both in and out of the water while swimmers are attending swim team activities. Every reasonable effort should be made by staff to solve discipline problems before they are referred to the AQ Leader and/or the General Manager unless the behavior is determined to be Hurtful Misconduct.

**All Hurtful Misconduct incidents should be brought to the attention of management for review, investigation, reporting and determination of disciplinary action. During the investigation of the Hurtful Misconduct all participant(s) may be suspended from the swim team and from accessing Life Time Centers. If it is determined after investigation that a participant was guilty of Hurtful Misconduct, then, management may determine to immediately move to suspend.**

### **Step 2: Behavior Support & Strategies**

Coaches will continue to document the participant's behaviors and determine appropriate intervention strategies. Staff alerts program coordinator who will contact participant's parent(s) or guardian(s). Staff will work with the parent(s) or guardian(s), coaches and other to gathering information and to develop additional support and guidance for the participant.

### **Step 3: Behavior Modification Plan Development & Implementation**

With the cooperation of the AQ Leader, a positive and proactive approach to the maintenance of proper participant conduct will be established. In dealing with the participant, staff will model respect, dignity, and self-control. They will develop an intermediary plan with parent(s) or guardian(s) and coaches that outline goals and expectations for participation in the program and clearly identify conduct expectations and consequences for noncompliance. Parent(s) or guardian(s) and swimmer will sign off on the plan and begin implementation. Staff and participants will actively monitor and evaluate the plan. The staff will meet on an "as needed" basis to evaluate the plan or consider more effective accommodations, redesign or modify the plan, if necessary, and communicate any changes. Staff will continue to monitor and assess the participant's program engagement and behaviors. Life Time staff will document all meetings, telephone calls, incidents, complaints, safety concerns, problems, successes, and make a recommendation(s) for future action.

### **Step 4: Suspension**

If a participant engaged in or is being investigated for Hurtful Misconduct or their behaviors continue to conflict with the code of conduct, Safe Sport and USA Swimming MAAPP Policy, coaches will refer the participant to the AQ Leader and General Manager and the parent or guardian(s) will be contacted. This notification indicates that the participant has not responded to previous interventions in the Life Time setting or has engaged in Hurtful Misconduct. Referrals

will result in a conference with the participant and parent(s) or guardian(s) and assignment of a consequence as determined by the AQ Leader, General Manager, Safe Sport & USA Swimming, as applicable. AQ Leader/General Manager may consider alternate strategies. For severely deviant behavior, incorrigibility, repeated violations, and/or Hurtful Misconduct, the participant may be suspended from a Life Time program and access to Life Time Centers

**Step 5: Removal from Program**

When the participant does not respond to interventions or alternative placement, or has engaged in Hurtful Misconduct, the recommendation for expulsion from the Life Time program and termination of their Life Time membership will be considered. The recommendation for expulsion shall be referred to the AQ Leader/General Manager for approval, and the swimmer will no longer be able to participate in Swim team and their Life Time Membership may be terminated. This will be documented on the swimmer's Life Time account.