

WALNUT CREEK AQUABEARS SWIM TEAM
CODE OF CONDUCT: ATHLETES, PARENTS and COACHES

Section 1: Purpose

The purpose of this policy:

- a) To facilitate a club environment that is supportive of coaches, swimmers, and families
- b) To outline behavioral expectation from the coaches of Walnut Creek Aquabears Swim Team and to inform coaches of prohibited acts and inappropriate conduct
- c) To provide coaches with support for issues of disciplinary action regarding swimmers and/or families by providing a clear and consistent method for addressing behavioral issues relating to coaches, swimmers, and/or families
- d) To provide coaches with and inform them of a complaint procedure that will allow the club: 1) to promptly and thoroughly investigate alleged acts of inappropriate conduct or behavior; 2) to take any appropriate disciplinary action, based on the investigation; and 3) to engage in preventive or corrective measures.

Section 2: Walnut Creek Aquabears Swim Team Behavioral Expectations

The coaches and staff of Walnut Creek Aquabears Swim Team strive to create a safe environment that facilitates the ideal development of each child as a swimmer and as a person. Such an environment will support the coaches in this effort as well as define lines of accountability for coaches, swimmers, and families. In order to create this environment, the following behaviors are expected of all within the community:

- a) **RESPECT:** Each member of the WCAB community deserves respect. This not only includes coaches, swimmers, and parents, but also the local community. WCAB utilizes the City of Walnut Creek facilities, and as such all grounds and facilities are to be taken care of, including but not limited to, picking up trash and modeling appropriate locker room behavior. Respecting the facilities of another club is likewise expected as WCAB participates in meets away from our home pools.
- b) **PROMPTNESS:** Coaches and swimmers will arrive on deck on time and with all necessary gear. Additionally, swimmers and parents will depart the pool deck no more than 15 minutes following practice.
- c) **TEAMWORK:** All coaches, swimmers, and parents will support each other through words and actions. During meets and other travel, coaches and swimmers will dress appropriately and show team spirit.
- d) **SPORTSMANSHIP:** All swimmers, parents, and coaches will demonstrate good sportsmanship during meets and practices whether winning or losing.

- e) Coaches will understand stages of child development and interact with each age group accordingly.

Section 3: Definition of Inappropriate and/or Unacceptable Behavior

This section of the policy reflects Walnut Creek Aquabears Swim Team commitment to the establishment of a mutually beneficial environment for the coaches, swimmers, and families along with the City of Walnut Creek. While none of the behaviors listed below are unlawful, they are considered inappropriate for optimal club functioning and swimmer development.

Inappropriate behavior includes, but is not limited to, the following conduct:

- a) Gossiping about, using profanity toward, demeaning or defaming another person, or otherwise acting in a manner that could negatively impact the self-esteem of a coach, swimmer, or parent. All communication will be open even if in private. For example, disciplinary actions and conversations between coaches and swimmers will include a third party. Statements, such as “Don’t tell your parents” are not permitted.
- b) Engaging in negative humor or bantering that may intimidate, offend, or demean another person.
- c) Using profanity on deck.
- d) Swimmers will not use any substances identified as banned by USA Swimming. The use of tobacco, alcohol, or illegal drugs is likewise prohibited for all swimmers. Parents and coaches may not use these substances while acting in an official capacity for the club, i.e. chaperone or driver.
- e) Use of the WCAB club roster and/or other sensitive information to promote an individual's business or other interests.

Section 4: Compliant and Conflict Resolution Procedures

If a conflict arises between individuals, the first step to resolving the conflict is for the individual to take the concern directly to the other person, whether a coach and a swimmer, a coach and a parent, or a swimmer and a swimmer.

Respectfully discuss the concern and attempt to resolve.

If this does not resolve the conflict, present the conflict to the next level of club management, i.e. Head Age Group Coach, Head Coach, and then the Board of Directors.

If disciplinary action is necessary, the following step will be initiated:

Step 1:

Identify the problem or infraction by determining the effect of the behavior.

Infractions may be in regard to the safety of swimmers and/or staff, the preservation of property, or be in regard to behavioral issues (i.e.: failure to follow program or facility rules, disruptive behavior, and other contrary to the stated behavioral expectations.) *Document the incident.*

Educate and attempt to change the behavior

Emphasis will be placed on educating the individual by informing all persons involved of the rules and behavior expectations related to the situation, as well as expectations for the changing behavior.

1. *Verbally* remind the individual of the code of conduct and request compliance. *Document encounter.*
2. If the behavior continues, behavioral counseling will occur with verbal agreement regarding behavioral changes. *Document encounter.* (“Counseling” is a sort of probation where the coach and parents are working with the child to learn what is appropriate and what is not at the pool.)

If the behavioral infraction jeopardizes the safety of swimmers, an immediate and temporary suspension may occur (coaches will be responsible for this decision for swimmer infractions, and the Head Coach and/or Board of Directors for coach infractions).

Coaches will have a third-party present in the event a disciplinary meeting is required. Any anticipated meeting with swimmer(s) to resolve a conflict should also warrant a third party being present. Another coach may act as a third-party for an initial encounter to point out expected behaviors. Formal behavior counseling should involve the parent(s) of the swimmer. All coach/swimmer interactions will be in an open environment and/or with a third-party present. *Document incident and educational counseling.*

Step 2:

All attempts will have been made to educate the individual(s) and request for their compliance. However, interventions may take place when the repeated negative behavior is disruptive and is impacting the safety and positive experiences of swimmers or coaches. The following action(s) will be taken:

1. The person committing the infraction may be suspended from club participation.

2. A meeting with all involved parties will take place. For coaches, this will include, the Head Coach, and the President of the Board of Directors. For swimmers, this will include the swimmer, their parent(s), their coach, and the Head Coach, and if deemed necessary the President of the Board of Directors. For the head coach, this will include the Board of Directors.
3. A behavioral contract will be used to identify the violation or behavioral problems, as well as the required changes in the individual(s) behaviors. This will include a timeline and agreed upon terms of reinstatement for club participation.

Step 3:

If behavioral concerns continue and/or reoccur following the suspension and reinstatement, the following steps will occur:

1. A meeting will occur between all involved parties. The President of the Board of Directors will participate in any such meetings.
2. The disciplinary actions taken will be reviewed and agreed upon by all members present.
3. The individual will be terminated from participation at Walnut Creek Aquabears Swim Team.

Signed: _____

Date: _____