



DISCIPLINARY POLICY

The disciplinary policy refers to the following documents:

Swimmers Code of Conduct

Patients and Carers Code of Conduct

Introduction

Edlington Stingrays is a friendly, caring club that wants swimmers of all abilities to have a good time and improving their swimming capabilities. However, Edlington Stingrays is run by volunteers who help and coach in their own time. Coaches and volunteers who are giving up their free time, will only continue to do so if they feel that the swimmers are paying attention, following the rules and are polite and respectful.

Equally Edlington Stingrays expects the coaches, parents and volunteers to also follow the rules and be polite and respectful.

Edlington Stingrays do not tolerate abusive behaviour or violence toward the adults or swimmers.

Poolside behaviour

Swimmers are expected to adhere to the behaviour outlined in our swimmer's code of conduct.

Gala behaviour

Swimmers are expected to adhere to the behaviour outlined in our swimmer's code of conduct

Disciplinary action

Edlington Stingrays prefer not to have to issue any form of disciplinary action, and in all incidents will firstly discuss the issue with the swimmer, explaining that the behaviour is not appropriate and the reason why. The red and yellow card procedure is only used when a coach or volunteer feel that swimmer's behaviour is repeatedly inappropriate and a verbal warning is not effective.

Procedure for training sessions:

1. If poor behaviour is witnessed by a coach a verbal warning will be issued.
2. If the poor behaviour continues the offending swimmer(s) will be issued a yellow card. At this point the swimmer will be asked to sit on poolside. It is at the coaches' discretion as to the length of time (maximum 10 minutes).
3. If the poor behaviour continues again, after the swimmer has returned to the pool, then a red card will be issued. A red card will result in a swimmer missing training sessions. The coach will decide on the length of time of the suspension (maximum 1 week).
4. Any cards that are issued will be detailed on the Incident Log and the parent informed. This Incident Log will be discussed at committee meetings.
5. If a swimmer is repeatedly issued red cards the Chair (in conjunction with the committee) will decide if expulsion is necessary.

Procedure for galas/ Sprint nights:

1. If poor behaviour is witnessed by a coach or poolside volunteer a verbal warning will be issued.
2. If the poor behaviour continues the offending swimmer(s) will be issued a yellow card. At this point the swimmer will be asked to quietly sit on poolside. It is at the coaches/volunteer's discretion as to the length of time (maximum 10 minutes). A swimmer's 'time out' may conclude after they have taken part in the race and represented Edlington Stingrays, therefore the swimmer will not be asked to miss their race.
3. If the poor behaviour continues again during the gala/sprint night, then a red card will be issued. This will result in a swimmer missing training sessions. The coach will decide on the length of time of the suspension (maximum 1 week).
4. Any cards that are issued will be detailed on the Incident Log and the parent informed. This Incident Log will be discussed at committee meetings.
5. If a swimmer is repeatedly issued red cards the Chair (in conjunction with the committee) will decide if expulsion is necessary.

All personnel issuing warnings or cards **MUST** be sure that they are dealing with the incident/behaviour fairly, and if more than one swimmer is misbehaving, the severity of the warning is explained to all involved.

Reporting Incidents of misbehaviour (non-safeguarding)

All parents and swimmers are encouraged to informally report incidents to the club staff on poolside who speak to coaches as appropriate.

Should a swimmer or parent feel that a verbal complaint is not sufficient, they must write a formal complaint to the welfare officer within 28 days of the incident unless there is good reason to extend the time frame.

The welfare officer will investigate the complaint, gain statements and discuss the findings with the Chair. The Chair will discuss with the committee, before any decision is made, about the course of action to be taken.

A response will be made to the within 28 days unless there is a good reason to extend the time frame.

Any appeal against termination of membership must be submitted to the committee with 14 days by formal letter. Upon receiving any appeal, the committee will organise an independent assessment of the case and a report will be provided within 28 days unless there is a good reason to extend the time frame.

As a club, we want to try to deal with all matters before they become serious, we want all swimmers and parents to discuss any issues however small they seem with a coach or a committee member who is not on poolside coaching as soon as possible, at the end of a session.

* The Committee and Coaches reserve the right to exercise appropriate sanctions including suspension or exclusion from training for a pre-stated period of time where the Code of Conduct is not adhered to.

If conduct is still unsatisfactory and the member still fails to reach the prescribed standards despite receiving a written warning, or if the member has committed an act of gross misconduct, suspension or termination of a swimmer's membership may occur.