



Action Plan of the Central York Aquatics Competitive Swimming program to address Bullying

PURPOSE

Bullying of any kind is unacceptable at CYA and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. CYA is committed to providing a safe, caring and friendly environment for all our members. If bullying does occur, all 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, CYA staff or athlete/mentor.

Objectives of CYA's Bullying Policy and Action Plan:

1. To make it clear that CYA will not tolerate bullying in any form.
2. To define bullying and give all coaches, parents and swimmers a good understanding of what bullying is.
3. To make it known to all parents, swimmers and coaching staff that there is a policy and protocol should any bullying issues arise.
4. To make how to report bullying clear and understandable.
5. To spread the word that CYA takes bullying seriously and that all swimmers and parents can be assured that they will be supported when bullying is reported.

WHAT IS BULLYING?

The USA Swimming Code of Conduct prohibits bullying. Generally, bullying is the use of aggression, whether intentional or not, which hurts another person. Bullying results in pain and distress.

The USA Swimming Code of Conduct defines bullying in 304.3.7. Bullying is the severe or repeated use by one or more CYA members of oral, written, electronic or other technological expression, image, sound, data, or intelligence of any nature (regardless of method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member that to a reasonably objective person has the effect of:

- i. causing physical or emotional harm to the other member or damage to the other member's property;
- ii. placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property;
- iii. creating a hostile environment for the other member at any CYA activity;
- iv. infringing on the rights of the other member at any CYA activity; or materially and substantially disrupting the training process of the orderly operation of any CYA activity (which for the purpose

of this section shall include, without limitation, practices, workouts, and other events of our competitive swimming program)

REPORTING PROCEDURE

An athlete who feels that he or she has been bullied is asked to do one or more of the following things:

- Take to your parents;
- Talk to a Coach, or other CYA staff person
- Write a letter or email to the Head Coach, practice group coach;

There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate CYA staff person as soon as possible to make sure that memories are fresh and behavior can be accurately recalled and the bullying behavior can be stopped as soon as possible.

HOW WE HANDLE BULLYING

If bullying is occurring during team-related activities, we **STOP BULLYING ON THE SPOT** using the following steps:

1. Intervene immediately. It is okay to get another adult to help.
2. Separate the kids involved.
3. Make sure everyone is safe.
4. Meet any immediate medical or mental health needs.
5. Stay calm. Reassure the kids involved, including bystanders.
6. Model respectful behavior when you intervene.

If bullying is occurring at CYA or it is reported to be occurring at one of the offsite facilities, we address the bullying by **FINDING OUT WHAT HAPPENED** and **SUPPORTING THE KIDS INVOLVED** using the following procedure:

Upon receiving a complaint of bullying, the Head Coach will investigate the complaint as appropriate under the circumstances and depending upon the results of the investigation and the seriousness of the occurrence, may:

1. Take no action;
2. Notify the parents of the bully of the incident and issue a verbal warning;
3. Issue a formal written warning to the bully and his/her parents; or
4. Invoke a disciplinary policy (which can result in suspension or expulsion of a swimmer)