Club Conduct Procedure

General

- All participants in Club activities are bound by the Swim Ontario Code of Conduct and Ethics for All Participants Including Parents/Guardians (the "**Code**")
- Any complaint about the violation of Swim Ontario policies and procedures, including any alleged violations of the Code, shall be made to Swim Ontario pursuant to the Swim Ontario Complaint, Dispute Resolution and Discipline Procedure ("**Complaint Procedure"**).
- Pursuant to the Complaint Procedure, Clubs do not have the authority to make a finding of discipline, unless it is a simple apology in an informal meeting.
- Clubs should not take on any alleged code of conduct complaints/issues unless they can clearly foresee that the solution to address the complaint is simple AND in the moment in an informal manner.

Corrective Action

- Should an appropriate person become aware of behaviour that constitutes an infraction or potential infraction of the Code or other Swim Ontario or Club Policies or Procedures, they may take immediate, informal, or corrective action as per the Complaint Procedure.
- An appropriate person can be, but is not restricted to, staff, officials, coaches, organizers, or Board/Committee members as defined in the Complaint Procedure.
- The imposition of corrective action does not preclude the imposition of further sanctions after a person has proceeded through the Complaint Procedure.
- Interim actions imposed by a club can include, but are not limited to:
    - interim suspensions until the complaint has been received by Swim Ontario;
    - removing a person from a practice or event;
    - sending a person home from a trip;
    - temporary confiscation of distracting item or device (until the person leaves the practice/event);
    - separation of persons involved in a conflict;
    - meeting with persons involved; or
    - asking an official/coach to take the rest of the season/meet off.
- The imposition of corrective action does not replace the Swim Ontario Complaints Procedure, which should still be followed.

More information about Clubs' responsibilities and jurisdiction for dealing with complaints can be found here: SwimOntarioComplaintDisciplineProcedureFAQ.pdf