



CHINOOK SWIM CLUB POLICY & PROCEDURES

The Chinook Swim Club is committed to providing a safe, fun, supportive and competitive environment for our swimmers, coaches, assistants, Club volunteers and parents. We believe it is a privilege for our swimmers to be able to represent the Sunshine Coast in pools across the Country, however, with such privileges come behavioural expectations. This Code of Conduct, for our Chinook Athletes, will ensure that swimmers, coaches and parents are aware of what these expectations are.

CHINOOK SWIM CLUB CODE OF CONDUCT

SWIM TEAM ATHLETES HAVE THE RESPONSIBILITY TO:

1. Treat everyone fairly within the context of their activity, regardless of gender, place of origin, colour, sexual orientation, religion, political belief or economic status. Favoritism of swimmers/coaches will not be tolerated. We are a TEAM. Everyone is entitled to the same respect as the next athlete.
2. Consistently display high personal standards and project a favourable image of their sport.
3. Refrain from engaging in any sort of public criticism of other athletes, coaches or officials.
4. Uphold the rules of the sport, spirit of such rules and encourage other athletes to do the same.
5. Treat other swimmers, coaches and officials with due respect both in victory and defeat. Encourage other athletes to do the same.
6. To take care of their own personal belongings.
7. Report any suspected misconduct by swimmers, coaches, assistants, Club volunteers and parents to the club board of directors as soon as possible.
8. Represent Chinook swim club in a professional and respectful manner when travelling to swim meets, events, etc.

SWIM TEAM ATHLETES MUST:

1. Participate in a manner that ensures the safety of fans, athletes, coaches and officials on deck, at travel meets or at other swimming events.
2. Respect the dignity of other athletes: verbal or physical behaviour that constitutes harassment or abuse is unacceptable and appropriate disciplinary action will be taken should this not be followed.
3. Immediately report any bullying or inappropriate behavior (verbal, physical, sexual) to the coach.
4. Avoid involvement in issues (verbal or physical) on deck or at events and attempt to diffuse or involve a coach, official or chaperone immediately.

5. Work together as a team to ensure the safety and support of all swim team athletes at all times.

UNACCEPTABLE BEHAVIOR:

The following are some examples of unacceptable behaviour that could involve disciplinary action or suspension from the Chinook Swim Club. Please be aware that these are merely examples and other forms of unacceptable behaviour not on this list could be subject to disciplinary action.

- IN PERSON: Any vulgarity, profanity, physical altercations, negative communication or intimidation directed to fellow swimmers, other swimmers, coaches, officials, or others.
- VIA TECHNOLOGY (TEXT MESSAGE/EMAIL/SOCIAL MEDIA): Any vulgarity, profanity, negative messages/photos, or intimidation directed to fellow swimmers, other swimmers, coaches, officials, or others.
- Exclusion of one another in groups or individually will not be tolerated.
- Any unacceptable behaviour while being transported to and from the events (not picking up garbage, swearing, disobedience to a coach or bus driver, disrespect to other athletes).
- Any unacceptable behaviour in a motel/hotel and/or restaurant while on a trip (unnecessary mess, theft, etc.).
- Any vandalism or theft when visiting another pool/facility (includes leaving showers plugged or water running, theft of any item belonging to another or the pool/facility).
- The consumption or possession of any illegal substances, including but not limited to drugs and/or alcohol. Any prescribed drugs must be communicated to the coach via a doctor's note prior to consumption.
- Negative cheering or yelling during practice or at competitions (instead of calling the other team down, boost your team up!).
- Any form of hazing or other initiation activities will not be tolerated.
- Any action or behaviour which would bring discredit to your team or your Club.

I have read and understand the statements in the Code of Conduct for the chinook swim club Athletes and agree to conduct myself in a manner that demonstrates the established standards established in the Code. I was also in attendance at the meeting at which the code of conduct was reviewed. I have read and understand the expectations and agree to adhere to the policies laid out in this document.

Name of Athlete (print) _____

Signature of Athlete Date _____

It is understood that I (parent name) _____ share equal responsibility to ensure the Code of Conduct is upheld by my child. I will bring fourth any issues or concerns directly to the Head Coach or Chinook swim club Board of Directors for guidance prior to other parties involved.

Name of Parent (print) _____

Signature of Parent Date _____

Chinook Swim Club BULLYING, HARASSMENT AND VIOLENCE POLICY

What is Bullying and Harassment?

Bullying and harassment includes any unsolicited, unwelcome, harmful, disrespectful, or offensive behaviour, words or actions. Harassment is reasonably expected to have a negative effect, such as intimidation, insult, awkwardness, embarrassment, insecurity, discomfort, degradation, offense or humiliation to another person.

Examples of conduct or comments that might constitute bullying and harassment include verbal aggression or insults, calling someone derogatory names, harmful hazing or initiation practices, vandalizing personal belongings, and spreading malicious rumours.

Sexual harassment is any form of verbal, visual or physical conduct, comment, gesture or contact of a sexual nature causing offense. It is also a form which can be perceived as placing a sexual condition on employment, training or promotion, or the rejection of such conduct as the denial of employment, training or promotion. Sexual harassment conduct can be made implicitly or explicitly, is one-sided, and everyone can be a victim of it.

What is Violence?

Violence could include, but is not limited to:

- Physical acts (e.g., hitting, shoving, pushing, kicking, sexual assault).
- Any threat, behaviour or action which is interpreted to carry the potential to harm or endanger the safety of others, result in an act of aggression, or destroy or damage property.
- Disruptive behaviour that is not appropriate to the work environment (e.g., yelling, swearing).

Other Behavioural Issues

The offenses listed below are not exclusive, but are typical of unacceptable conduct, which may lead to immediate suspension and review by the Board of Directors and the Head Coach.

- Possession or use of alcoholic beverages, cigarettes, e-cigarettes or narcotics
- Violence in any form including, but not limited to; threat of bodily harm, fighting, physical altercation or disorderly conduct
- Theft of property
- Damage to any training facility locally or abroad
- Use of abusive, profane or obscene language
- Discourtesy or rudeness towards teammates, other players, coaches or staff
- Insubordination or failure to adhere to the policies/procedures set forth by the Club

COACHES/MANAGEMENT REPORTING AND DISCIPLINARY PROCEDURE

- For any incidents that occur within the Chinook Swim Club program, we have guidelines and resources for those involved to follow. At any point, should the severity of the issue warrant by-passing these steps, The Board of Directors should be made aware as soon as possible in order to support/review the incident and coaches' decisions.
- The following individuals should be contacted immediately via email and informed of any serious situations:
Sarah Hynd, Head Swim Coach sarahgill2@hotmail.com
Maggie Scott, President maggiescott@sd46.bc.ca
- Christine Miller, Vice President miller68@telus.net

Documentation of Issues

- **STEP 1: VERBAL WARNING**
Coach(es) involved must fill out "Record of Discussion" and submit to Sarah Hynd via email and cc Maggie Scott and Christine Miller.
- **STEP 2: WRITTEN WARNING**
Should further action need to be taken, or should this issue repeat, the Coach(es) will have a formal meeting with the swimmer in question and/or family. Potential action steps for further issues are outlined.
- **STEP 3: WRITTEN WARNING WITH DISCIPLINARY ACTION**
This step may follow the preceding steps or be actioned immediately depending on the severity of the situation.
- If at any point the coach(es), managers or volunteers feel that there needs to be involvement by the Board of Directors they can cc our president or vice president requesting a meeting in writing.