



DORSET COUNTY ASA

CODE OF ETHICS and CODE OF CONDUCT

TERMS OF REFERENCE

The purpose of this document is to establish a set of principles and procedures that outline the responsibilities and behaviour required of affiliated members of Dorset County ASA and spectators, guests and visitors (together the "participants") at events and activities held under the jurisdiction of Dorset County ASA. The content of the Code of Ethics applies to all those involved within the sports of Swimming, Diving, Water Polo, Open Water Swimming and Synchronised Swimming regardless of age. The Code of Conduct is an extension to the Code of Ethics and both should be observed.

CODE OF ETHICS

All participants will at all times:

1. Respect the rights, dignity and worth of every person, be they adult or child, treating everyone equally within the context of the sport.
2. Respect the spirit of the sport adhering to the rules and laws in and out of the pool, incorporating the concept of friendship and respect for others.
3. Promote the positive aspects of the sport and never condone the use of inappropriate or abusive language, inappropriate relationships, bullying, harassment, discrimination or physical violence.
4. Accept responsibility for their own behaviour and encourage and guide all Swim England members and parents of junior members to accept responsibility for their own behaviour and conduct.
5. Ensure all concerns of a child or vulnerable adult safeguarding nature are referred in accordance with the Swim England Child Safeguarding Policy and Procedures ("Wavepower").
6. Conduct themselves in a manner that takes all reasonable measures to protect their own safety and the safety of others.
7. Promote the reputation of the sport and never behave or encourage or condone others to behave in a manner that is liable to bring the sport into disrepute.
8. Adhere to Wavepower, the Swim England Child Safeguarding Policy and Procedures.
9. Adhere to the Swim England Anti-Doping Rules.
10. Adhere to the Swim England Equity Policy.
11. Adhere to the Swim England Laws and Regulations.
12. Adhere to the Swim England Code of Conduct.

CODE OF CONDUCT

Dorset County ASA has adopted in its entirety the Swim England Code of Conduct (as shall be amended from time to time) which must be observed by all participants and are summarised as follows:

General behaviour

All participants will:

1. Treat all members of, and persons associated with Swim England and Dorset County ASA with due dignity and respect.
2. Treat everyone equally and never discriminate against another person associated with Swim England or Dorset County ASA on any grounds including that of age, sexual orientation, gender, faith, ethnic origin or nationality.
3. Understand that the use of inappropriate or abusive language, bullying, harassment, or physical violence will not be tolerated and could result in action being taken through the Swim England and Dorset County ASA disciplinary or child welfare policies.
4. Display a high standard of behaviour at all times.
5. Always report any poor behaviour by others to an appropriate officer or member of staff of Dorset County ASA.
6. Recognise and celebrate the good performance and success of fellow club and team members.
7. Respect the privacy of others, especially in the use of changing facilities.
8. Use all forms of social media responsibly and with due consideration to others.

In addition the following sub-sections will apply to the Code of Conduct:

Athletes

Athletes will for all events and activities:

1. Behave in a manner that shows respect to the officers and representatives of Swim England and Dorset County ASA, coaches, team mates and the members of all participating organisations.
2. Wear appropriate swimwear, tracksuits, poolside attire and swim hats as per the rules laid down by Dorset County ASA and in accordance with Wavepower, as applicable to the event or activity.
3. Wear clothing appropriate for land training when warming up on poolside. (Swimmers are not permitted to change on poolside or undertake land training on poolside in swimwear only.)
4. Be part of your team/squad, stay with that team/squad on poolside and support fellow team mates.
5. Inform, and in some cases, obtain the consent of the team manager/coach before leaving poolside or leaving before the end of an event/activity.
6. Behave in an appropriate manner in the venue where an event or activity is held and with due respect to other users at, and the property of, that venue.
7. Behave in an appropriate and respectful manner in changing rooms and not use changing rooms as a gathering or resting place for swimmers.
8. Deem to have accepted the approved and published conditions for an event or activity by having submitted an entry for, or having accepted an invitation to participate in, that event or activity. (In the case of a minor, the parent/guardian of that minor will be deemed to have accepted the approved and published conditions.)

Parents

Parents or the guardians of a swimmer under 18 years of age will:

1. Complete a medical information form when requested to do so by Dorset County ASA and provide details of any relevant health conditions/concerns on the consent form.
2. Ensure your child understands the rules of the sport and encourage them to respect those rules.
3. Behave responsibly as a spectator and treat Dorset County ASA officials, coaches, volunteers and other parents of all participating organisations with due respect, in accordance with the Swim England's Equity Policy.
4. Not use inappropriate language within the organisation environment.
5. Show appreciation to support your child and all other participants.
6. Not enter poolside unless requested to do so or in an emergency. (Only duly authorised personnel, and including any person accompanying a swimmer with a Functional Ability Card or Certificate of Swimming Disability, who are registered on the Swim England/Clubs Child Protection Lists and competitors shall be allowed poolside.)
7. Ensure good child safeguarding guidelines are followed at all times.
8. Engage in video/photographic activities from the spectator area only and in accordance with Swim England Guidance on Photography as published in Wavepower and with any local regulations applied by the venue.

Coaches, teachers and team managers/poolside chaperones

Coaches, teachers, team managers and poolside chaperones will:

1. Put the wellbeing, health and safety of members above all other considerations, including the development of performance.
2. Consistently display high standards of behaviour and appearance.
3. Treat all members with respect and dignity, value their worth and treat everyone equally, recognising their varying needs and abilities within the context of the sport.
4. Develop an appropriate working relationship with members based on mutual trust and respect.
5. Always identify and meet the needs of the individual member as well as the needs of the team/ squad.
6. Encourage and guide members to accept responsibility for their own behaviour and performance.
7. Never exert influence to obtain personal benefit or reward. In particular, coaches must not use their position to establish or pursue a sexual or improper relationship with an athlete, member or someone close to them.
8. Complete a safeguarding course in line with the guidance in Wavepower and continue to seek and maintain their own professional development in all areas in relation to coaching and teaching.
9. Treat all information of a personal nature about individual members as confidential, except where to do so would allow a child or vulnerable adult to be placed at risk of harm or continue to be at risk of harm.
10. Encourage all members to obey the spirit of the rules and regulations both in and out of the pool.

11. Never encourage or condone members, volunteers, officials or parents to violate the rules of the organisation or the sport, and report any violations appropriately.
12. Observe the authority and the decisions of Dorset County ASA officials and representatives and only question those decisions in the appropriate manner.
13. Treat all competitors and teams of other organisations with respect at all times, whether in victory or defeat, and encourage all members to do the same.
14. Refer all safeguarding concerns in accordance with the procedures detailed in Wavepower.

DCASA Committee members, officials and volunteers

DCASA Committee members, officials and volunteers will:

1. At all times adhere to the Swim England Code of Ethics and Code of Conduct.
2. Adhere fully to the role and job description as outlined by the organisation and never use that role to gain favour for them self or any individual member.
3. Consistently display high standards of behaviour and appearance.
4. Treat all members with respect and dignity, value their worth and treat everyone equally, recognising their varying needs and abilities within the context of the sport.
5. Encourage and guide members to accept responsibility for their own behaviour and performance.
6. Continue to seek and maintain their own development in line with their role and complete a child safeguarding training course if appropriate to that role.
7. Treat all information of a personal nature about individual members as confidential, except where to do so would allow the child or vulnerable adult to be placed at risk of harm or continue to be at risk of harm.
8. Encourage all members to obey the spirit of the rules and regulations both in and out of the pool.
9. Never encourage or condone members, volunteers, officials or parents to violate the rules of the organisation or the sport, and report any violations appropriately.
10. Observe the authority and the decision of Dorset County ASA officials and representatives and only question those decisions in the appropriate manner.
11. Treat all competitors and teams of other organisations with respect, whether that is in victory or defeat, and encourage all members to do the same.
12. Ensure good child safeguarding guidelines are followed at all times and refer all safeguarding concerns in accordance with the procedures detailed in Wavepower.

Spectators, guests and visitors

Spectators, guests and visitors will:

1. Ensure their behaviour and personal conduct is at all times of a high standard. Language in public or relevant group situations must always be appropriate and socially acceptable.
2. Only engage in video/photographic activities from the spectator area and in accordance with the Swim England Guidance on Photography as published in Wavepower.
3. Observe the authority and the decisions of Dorset County ASA officials and representatives.
4. Act in accordance with the Dorset County ASA Code of Ethics and Code of Conduct when attending an event or activity held under the jurisdiction of Dorset County ASA.

Affiliated Clubs, Leagues and Associations

It is the responsibility of affiliated clubs, leagues and associations to ensure:

1. Their coaches, team managers, chaperones and warm-up/warm-down marshals are responsible for their swimmers on poolside, including dress, conduct and behaviour towards other competitors, officials and meet organisers at all times.
2. Their members behave in an appropriate manner in the venue where an event or activity is held and with due respect to other users at, and the property of, that venue.
3. The appropriate and respectful behaviour of their swimmers when using the changing facilities.
4. Parents and other spectators associated with their organisation attending events and activities held under the jurisdiction of Dorset County ASA are made aware of, and act in accordance with, the Dorset Code of Ethics and Code of Conduct.

Breach of Code of Ethics or Code of Conduct

1. A breach of the Code of Ethics or Code of Conduct associated with the delivery of any competition promoted by Dorset County ASA shall be dealt with in the first instance by the appointed Chief Referee or Water Polo Delegate in accordance with the Swim England rule 101: Protests. The Chief Referee or Water Polo delegate shall also advise on the process to be followed should the matter be a matter for complaint under rule 102, and shall report all such protests or complaints to the Promoter and the Promoter shall keep any documentary evidence for twelve months. In the case of team event or development activity, any breach of the Code of Ethics or Code of Conduct shall be dealt with in the first instance by the Lead Coach or Team Manager, as appropriate. The incident will be reported to the Executive Officers of the County Association Executive Council who shall take such further action as is deemed necessary.
2. Behaviour by any parent, spectator, coach, swimmer or club official deemed to be inappropriate, disrespectful, abusive and/or aggressive will result in that individual being required to leave the area hired by Dorset County ASA and being excluded from all future Dorset County ASA events and activities.
3. The Promoter or Promoter's Representative reserves the right to refuse admission to any parent, spectator, coach, swimmer or club official from an event or activity under the jurisdiction of Dorset County ASA.

Appendix 1:

Dorset Team/Squad events and activities

- i. All participants are required to observe the authority and the decisions of Dorset County ASA officials or representatives and appointed team staff.
- ii. All athletes, coaches and team managers are required to travel together by the transport provided for that event, where applicable.
- iii. Attendance at all activities is required unless agreed by the Lead Coach/Team Manager and throughout the duration of a trip/activity swimmers should inform team staff of their whereabouts.
- iv. Punctuality on all occasions is essential and any curfew must be observed.
- v. Personal appearance shall be appropriate to the circumstances and as indicated by the Team Manager. Team kit and equipment shall be worn as directed by the Team Manager when competing and training, when assembling or travelling, and at official team functions or on other occasions as notified.
- vi. All participants are required to behave in an appropriate manner in the venue where an event or activity is held and with due respect to other users at, and the property of, that venue.
- vii. Accommodation at hotels or equivalent will be as directed by the Team Manager and at no times must additional occupants be accommodated in swimmers' rooms.
- viii. Prior to an event or activity, Dorset County ASA must be advised of all medication being currently taken by a swimmer, or allergies to any medication, and parental consent provided for Dorset County ASA to undertake duty of care as necessary.
- ix. Consumption of alcohol is strictly forbidden for athletes under age as defined by UK law and must not be consumed by swimmers, coaches, officials or team staff while travelling to/from or during a competition event, training camp or team activities.
- x. Smoking is prohibited by swimmers, coaches and team staff while travelling to/from or during a competition event, training camp or team activities.
- xi. Swimmers, coaches and team staff should be aware of the current list of banned substances and care exercised if a swimmer requires medication prior to or during a competition. Illegal and performance enhancing drugs or substances are strictly forbidden.