

ELITSWIM CODE OF CONDUCT

The best interest of the ElitSwim and swimmers must come first.

Swimmers will be suspended if the swimmer's/parent's conduct is deemed by the coaches to be contrary to the well-being of the club and other swimmers.

Working together will provide our swimmers with the team environment necessary for each swimmer to reach his or her potential.

General Principles

1. All people working for and with ElitSwim are expected to:
 - a) behave in a manner that is respectful and courteous
 - b) refrain from the use of a demeaning or belittling language
 - c) refrain from the use of abusive or confrontational approaches to swimmers, coaches or parents
 - d) bring any concerns to the attention of your coach, pool rep, team manager in order to facilitate resolution.
2. Access to practices by anyone other than the swimmer is at the discretion of the coach.
3. The Head Coach and his staff are responsible for group placement. Movement throughout the year may occur.

Parent's Responsibilities

1. Parents are expected to assist children to get to practice regularly and on time. The level of assistance varies by age of the child, from an expectation of ensuring a younger child arrives on time, to an expectation of assisting older children to organize so that they may arrive on time.
2. Parents are expected to support the coach by allowing the coach to direct the swimming technique and strategy of the child, and by supporting the coach in his or her instruction.
3. Parents are expected to support and encourage their child(ren), especially during a performance plateau or downturn.
4. Parents are expected to encourage and support healthy living through ensuring and/or encouraging appropriate nutrition, rest, and dry land activities appropriate to the age and level of the child.

Coach's Responsibilities

1. Coaches are expected to serve as role models to swimmers, both in terms of swimming technique and strategy, and in terms of behavioral expectations in and out of the water.
2. Coaches are expected to ensure that the health, well-being and development of the swimmer take precedence over wins and losses.
3. Coaches are expected to provide a physically and emotionally safe environment for practices and competition.
4. Coaches are expected to maintain a professional demeanor in their relationships with swimmers, officials, colleagues, and parents.
5. Coaches are expected to follow safe training and conditioning techniques.

6. Coaches are expected to demonstrate an understanding of growth and developmental stages of their swimmers.
7. Coaches are expected to encourage success for the swimmer in and out of the pool, including encouraging continued commitment to academic achievement.
8. Coaches are expected to remember that competition should be healthy and enjoyable for all.

CHILD ABUSE POLICY AND PROCEDURES

The increasing incidence of reported child abuse is a special concern for ElitSwim.

It is all employees' duty to recognize and report child abuse and neglect. Child abuse is damage to a child for which there is no "reasonable" explanation. Child abuse includes nonaccidental physical injury, neglect, sexual molestation, and emotional abuse. The following guidelines have been adopted as the official policy.

Staff Recruitment, Training and Supervision

1. Reference checks on all prospective employees and program volunteers will be conducted, documented, and filed prior to employment. The Volunteer Application must be completed by all volunteers and should be retained on a local basis.
2. Supervisors are encouraged to work with the Personnel Office to secure license checks, or otherwise conduct criminal record checks of staff and volunteers who work directly with youth and youth development education programs and their associated events. Youth employed in programs such as child care and camping are included in the employee screening process.
3. All new employees and volunteers will be required to participate in an orientation program including written materials explaining policies, procedures, and regulations on child abuse. They should be aware of legal requirements and, by their signature, acknowledge having received and read appropriate policies and procedures.
4. Employees and volunteers working directly with children will be provided training and information about identifying signs of possible child abuse. Staff training will include approved procedures for responding to the suspicion of child abuse.
5. Administrative staff responsible for the supervision of programs involving the care of children will make unannounced visits to each program site to assure that standards, policies, program quality, and performance of staff are being maintained.

Staff Relationships With Children

6. In order to protect individuals, employees and volunteers, they are encouraged to avoid, where possible, being alone with a single child.
7. ElitSwim employees and volunteers are encouraged not to socialize with program participants under the age of 18 outside of organizational activities.
8. ElitSwim employees and volunteers will not, under any circumstances, discipline children by use of physical punishment or by failing to provide the necessities of care such as food or shelter.

9. ElitSwim employees and volunteers should be alert to the physical and emotional state of all children each time they report for a program. Signs of injury or suspected child abuse should be reported to the ElitSwim Personnel Office.

Responsibilities To Parents

10. Parents will be informed about their child's program participation and may visit programs at any time.

Reporting Procedures

11. When there is suspicion of child abuse, employees or volunteers to whom it has been reported will immediately inform ElitSwim. The reporting of suspected child abuse situations is a personal obligation as well as a professional and legal one.

12. The designated ElitSwim employee receiving the initial report is responsible for investigating the facts reported and the condition of the child. This should be done as soon as the report is received.

13. Volunteers who suspect any child abuse should report the information to the ElitSwim employee.

14. In the event the reported incident involves an ElitSwim employee or volunteer, this individual will be relieved from all activities involving children until cleared.

15. Regardless of where or under what circumstances the alleged incident takes place, if an ElitSwim employee is involved, appropriate action will be taken according to -ElitSwim Discipline Policy.

16. ElitSwim employees and volunteers should be sensitive to the need for confidentiality in the handling of information concerning child abuse. Employees will discuss matters pertaining to abuse and suspected abuse only with the appropriate ElitSwim representatives.