

Franklin Regional Swim Team CODE OF CONDUCT GRIEVANCE PROCEDURE

PURPOSE

The Franklin Regional Swim Team Grievance Policy is a set of guidelines and procedures to give swimmers, parents, coaches, and staff a path to addressing and reporting grievances in an efficient way. It allows appropriate parties to investigate and intervene, in order to take disciplinary action when needed. The following information is meant to give a uniform process to grievances against the Code of Conduct by athletes, parents or coaches of Franklin Regional Swim Team.

DEFINING A GRIEVANCE

There are occasions when certain problems arise in a club and different types of responses are required. Some problems require immediate action, in which a report should be created from the following procedures below and should be addressed as soon as possible. However, problems that do NOT affect the health and safety of swimmers, should not be expected to be dealt with during “water time” and can be dealt with before or after a coaching session. In both scenarios, a report should be filed, and the party/parties involved should still follow the laid-out guidelines. If your concern relates to inappropriate behavior or activity that includes but is not limited to the following:

- Criminal activity
- Use, sale or distribution of illegal drugs
- Physical abuse
- Inappropriate touching
- Coaches sharing hotel rooms with athletes
- Rubdowns or massages performed by coaches
- Pictures and/or videos taken in locker rooms or changing areas
- Violations of USA Swimming’s Minor Athlete Abuse Prevention Policy (MAAPP)

Please report the incident immediately to SafeSport. You can reach out to Indiana Swimming Safe Sport Chairperson, Paul Stauder, at paul.stauder@att.net or USA SwimmingSport safesport@usaswimming.org. Anonymous reporting can be completed <https://fs22.formsite.com/usaswimming/form10/index.html>

If your concern relates to sexual misconduct, sexual harassment or sexually explicit communication through any media, please contact the U.S Center for SafeSport to make a report immediately. You can report your concern online or call 720-524-5640. More information can be found at www.uscenterforsafesport.org.

Any concerns dealing with deception or recruiting should be directed to the Indiana Swimming Executive Director, Tony Young, tony@inswimming.org.

TYPES OF GRIEVANCES

1. Swimmer Conduct
2. Assistant or Age Group Coach Conduct
3. Head Coach Conduct
4. Employee Conduct (non-swim team employees)
5. Board of Director Member Conduct
6. USA Swim Official or swim team parent conduct

PROCEDURES

1. Swimmer Conduct-**Contact the Swimmer's Coach**
 - i. If a grievance regarding a swimmer's conduct should arise that is deemed inappropriate or in violation of the Athlete Code of Conduct, the party/parties harmed should discuss these concerns with the coach of the swimmer responsible for the issue.
 - ii. This grievance should be made in person or in writing, after which the coaches will bring it to the attention of the Franklin Regional Swim Team Head Coach, which will properly assess the behavior.
2. Assistant or Age Group Coach Conduct-**Contact the Head Coach**
 - i. If a grievance regarding an Assistant or Age Group Coach should arise that is deemed inappropriate or in violation of any Club policies or procedures, the party/parties harmed should notify the Head Coach of this issue.
 - ii. This grievance should be made in person or in writing, after which the Head Coach will bring it to the attention of the Franklin Regional Swim Team Head Coach, which will properly assess the behavior.
3. Head Coach Conduct-**Contact the Franklin Regional Swim Team Head Age Group Coach**
 - i. If a grievance regarding the Head Coach should arise that is deemed inappropriate or in violation of any Club policies or procedures, the party/parties harmed should notify the Franklin Regional Swim Team Head Age Group Coach.
 - ii. This grievance should be made in person or in writing, after which the Franklin Regional Swim Team Head Age Group Coach will review and discuss the issue, in order to come to an agreed upon reasonable solution.
4. Employee Conduct (non-swim team employees)-**Contact the Franklin Regional Swim Team Head Coach**
 - i. If a grievance regarding Employee conduct should arise that is deemed inappropriate or in violation of any Club policies or procedures, the party/parties harmed should notify the Franklin Regional Swim Team Head Coach.
 - ii. This grievance should be made in person or in writing, after which the Franklin Regional Swim Team Head Coach will review and discuss the issue, in order to come to an agreed upon reasonable solution.
5. USA Swim Official or Swim Team Parent Conduct-**Contact the Head Coach**

- i. If a grievance regarding a USA Swim Official or Swim Team Parent should arise that is deemed inappropriate or in violation of any Club policies or procedures, the party/parties harmed should notify the Head Coach.
- ii. This grievance should be made in person or in writing, after which the Franklin Regional Swim Team Head Coach will review and discuss the issue, in order to come to an agreed upon reasonable solution.