



SwimMAC Carolina Action Plan to Address Bullying

Revised May 2022

Bullying of any kind is unacceptable at SwimMAC Carolina and will not be tolerated. Bullying is counterproductive to team spirit and if not addressed can be devastating to a victim. SwimMAC is committed to providing a safe, caring, and friendly environment for all our members. If bullying does occur, all athletes and parents should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, the Head of Business Management & Chief of Staff (HBM / COS), board member or parent.

Objectives of SwimMAC Carolina's Action Plan to Address Bullying:

1. To make it clear that SwimMAC will not tolerate bullying in any form.
2. To define bullying and give all board members, coaches, staff, parents and athletes a good understanding of what bullying is.
3. To make it known to all parents, athletes and coaching staff that there is an action plan to follow should any bullying issues arise.
4. To clearly state the protocol for reporting and managing situations of suspected bullying.
5. To spread the word that SwimMAC Carolina takes bullying seriously and that all athletes and parents can be assured that they will be supported when bullying is reported.

What is bullying?

The USA Swimming Code of Conduct and SwimMAC Carolina Code of Conduct prohibit bullying. Generally, bullying is the use of aggression, whether intentional or not, which hurts another person. Bullying results in pain and distress, emotionally and/or physically.

The USA Swimming Code of Conduct defines bullying in Article 304.3.7 as *the severe or repeated use by one or more USA Swimming members of oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member that to a reasonably objective person has any of the following effects:*

- Causing physical or emotional harm to the other member or damage to the other member's property
- Placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property
- Creating a hostile environment for the other member at any USA Swimming activity
- Infringing on the rights of the other member at any USA Swimming activity
- Materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC)

Reporting Procedure

An athlete who feels that he or she has been bullied is asked to do one or more of the following things:

- Talk to your parents, reporting with truth the exact nature of the situation
- Talk to your coach, the HBM/COS, or the head coach.

- Write a letter or email to your coach, the HBM/COS, or the head coach.
- Make a [report to the USA Swimming Safe Sport staff](#)

There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate SwimMAC leadership personnel as soon as possible to make sure that memories are fresh and behavior can be accurately recalled and the bullying behavior can be stopped as soon as possible.

How SwimMAC Responds to Bullying

If bullying is occurring during team-related activities, SwimMAC Carolina representatives will stop bullying on the spot using the following approach:

- Intervene immediately. It is ok to get another adult to help.
- Separate the persons involved.
- Make sure everyone is safe.
- Meet any immediate medical or mental health needs.
- Stay calm. Reassure the individuals involved, including bystanders.
- Model respectful behavior when you intervene.

If bullying is occurring at SwimMAC or it is reported to be occurring at SwimMAC, it will be addressed by SwimMAC representatives following these steps, in order:

1. Finding out what happened and obtaining the facts.
2. Determining if the incident or actions involved meet the definition of bullying.
3. Submit a written report.
4. Support the victims of bullying.
5. Address the bullying behavior.
6. Support bystanders.

Step-by-Step Response to Bullying

1. First, the HBM/COS and assigned SwimMAC representatives will gather the facts.
 - Keep all the involved individuals separate.
 - Get the story from several sources, both adults and children.
 - Listen without blaming.
 - Don't call the act "bullying" while trying to understand what happened.
 - It may be difficult to get the whole story, especially if multiple athletes are involved or the bullying involves social bullying or cyber bullying. Collect all available information and records.
2. Next, determine if it's bullying. There are many behaviors that look like bullying but require different approaches. It is important to determine whether the situation is bullying or something else.
 - Review the USA Swimming definition of bullying.
 - To determine if the behavior is bullying or something else, consider the following questions: What is the history between the people involved? Have there been past conflicts? Is there a power imbalance? Remember that a power imbalance is not limited to physical strength. It sometimes is not easily recognized. If the targeted person feels like there is a power imbalance, there probably is.

- Has this happened before? Is the child worried it will happen again?
- Remember that it may not matter “who started it.” Some kids who are bullied may be seen as annoying or provoking, but this does not excuse the bullying behavior.
- Once determined the situation is bullying, support all of the people involved.

3. Support the people who are being bullied

- Listen and focus on the child. Learn what’s been going on and show you want to help. Assure the child that bullying is not their fault.
- Work together to resolve the situation and protect the bullied child. The child, parents, and fellow team members and coaches may all have valuable input. It may help to:
 - i. Ask the child being bullied what can be done to make him or her feel safe. Remember that changes to routine should be minimized. He/she is not at fault and should not be singled out. For example, consider rearranging lane assignments for everyone. If bigger moves are necessary, such as switching practice groups, the child who is bullied should not be forced to change.
 - ii. Develop a game plan. Maintain open communication between the swimmer and the parents. Discuss the steps that will be taken and how bullying will be addressed going forward.
- Be persistent. Bullying may not end overnight. Commit to making it stop and consistently support the bullied child.

4. Address bullying behavior

- Make sure the child knows what the problem behavior is. Young people who bully must learn their behavior is wrong and harms others.
- Show kids that bullying is taken seriously. Calmly tell the child that bullying will not be tolerated. Model respectful behavior when addressing the problem.
- Work with the child to understand some of the reasons he or she bullied.
For example:
 - i. Sometimes children bully to fit in or just to make fun of someone is a little different from them. In other words, there may be some insecurity involved.
 - ii. Other times kids act out because something else—issues at home, abuse, stress—is going on in their lives. They also may have been bullied. These kids may be in need of additional support.
- Involve the kid who bullied in making amends or repairing the situation. The goal is to help them see how their actions affect others. For example, the child can:
 - i. Write a letter apologizing to the athlete who was bullied.
 - ii. Do a good deed for the person who was bullied, for the Club, or for others in your community.
 - iii. Clean up, repair, or pay for any property they damaged.
- Avoid strategies that don’t work or have negative consequences:
 - i. Zero tolerance or “three strikes, you’re out” strategies don’t work. Suspending or removing from the team swimmers who bully does not reduce bullying behavior. Swimmers may be less likely to report and address bullying if suspension or getting

kicked off the team is the consequence.

- ii. Conflict resolution and peer mediation don't work for bullying. Bullying is not a conflict between people of equal power who share equal blame. Facing those who have bullied may further upset kids who have been bullied.
- Follow-up. After the bullying issue is resolved, continue finding ways to help the child who bullied to understand how what they do affects other people. For example, praise acts of kindness or talk about what it means to be a good teammate.

5. Support bystanders who witness bullying.

Kids who witness bullying often want to help, but don't know how. Fortunately, there are a few simple, safe ways that athletes can help stop bullying when they see it happening.

- Be a friend to the person being bullied;
- Tell a trusted adult – your parent, coach, or club board member;
- Help the kid being bullied get away from the situation. Create a distraction, focus the attention on something else, or offer a way for the target to get out of the situation. "Let's go, practice is about to start."
- Set a good example by not bullying others.
- Don't give the bully an audience. Bullies are encouraged by the attention they get from bystanders. If you do nothing else, just walk away.

Members of SwimMAC Carolina who are found to be engaged in acts of bullying or demeaning behavior to others will be subject to penalty under the SwimMAC Carolina Code of Conduct.