



## Electronic Communication Policy of Phoenix Swimming

***\*\*Please note that with the adaptation of the Minor Athlete Abuse Protection Policy, that those guidelines and policies will take precedence over our team Electronic Communication Policy.\*\****

### **PURPOSE**

Phoenix Swimming (the “Club”) recognizes the prevalence of electronic communication and social media in today’s world. Many of our swimmers use these means as their primary method of communication. While the Club acknowledges the value of these methods of communication, the Club also realizes that there are associated risks that must be considered when adults use these methods to communicate with minors.

### **Electronic Communication**

All communications between a coach or other adult and an athlete must be professional in nature and for the purpose of communicating information about team activities. The content and intent of all electronic communications must adhere to the USA Swimming Code of Conduct regarding Athlete Protection.

For example, as with any communication with an athlete, electronic communication should not contain or relate to any of the following:

- drugs or alcohol use;
- sexually oriented conversation; sexually explicit language; sexual activity
- the adult’s personal life, social activities, relationship or family issues, or personal problems; and
- inappropriate or sexually explicit pictures

Note: Any communication concerning an athlete's personal life, social activities, relationship or family issues or personal problems must be transparent, accessible and professional.

Whether one is an athlete, coach or parent, the guiding principle to use in communication is to ask:

- “Is this communication something that someone else would find appropriate or acceptable in a face-to-face meeting?”

- “Is this something you would be comfortable saying out loud to the intended recipient of your communication in front of the intended recipient’s parents, the coaching staff, the board, or other athletes?”
- “Is this something I would feel comfortable with if it were on the front page of my local newspaper?”

With respect to electronic communications, a simple test that can be used in most cases is whether the electronic communication with swimmers is **Transparent, Accessible and Professional**.

*Transparent:* All electronic communication between coaches and athletes should be transparent. Your communication should not only be clear and direct, but also free of hidden meanings, innuendo and expectations.

*Accessible:* All electronic communication between coaches and athletes should be considered a matter of record and part of the Club’s records. Whenever possible, include another coach in the communication so that there is no question regarding accessibility.

*Professional:* All electronic communication between a coach and an athlete should be conducted professionally. This includes word choices, grammar, and subject matter that model the standards and integrity of a staff member.

If your communication meets all three of the **T.A.P.** criteria, then it is likely your method of communication with athletes will be appropriate.

Subject to the general guidelines mentioned above, texting is allowed between coaches and athletes during the hours from 6am until 10pm (unless in case of emergency).

For all members of Phoenix Swimming, the texting of inappropriate language, use of profanity, divulging of personal and private information of another individual without their consent is inappropriate behavior.

### **Use of Cell Phones and Electronic Devices**

Under no circumstances will cameras be allowed in the locker rooms or other changing areas. If your cell phone has a camera device, it may not be used in the locker rooms, behind the blocks at meets, or on deck in Camera Free Zones.

### **Consequences**

Any violation of this policy is subject to disciplinary action ranging from verbal warning to expulsion from the club (without refund). Consequences will be based on severity of violation and recidivism. Consequences will be at the discretion of the Head Coach.

### **Request to Discontinue All Electronic Communications**

The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communication.