



Border Swimming COVID-19 Behavior Management Policy as of December 22, 2020

Purpose

Border Swimming desires to ensure that a safe environment is maintained within all programs, practices, and meets so that all Border athletes, coaches, and volunteers can swim, officiate, volunteer and compete in a safe environment. Our goal is to provide a safe environment in which all individuals are educated and following all COVID-19 Guidelines are treated equally with following the guidelines, duty and responsibility.

This Behavior Management Policy is intended to provide general Guidelines and Procedures related to the management of the COVID safety of those participants who fail to enforce or follow established guidelines and consequences resulting from those infractions. The objectives of this Policy:

- To consolidate and update a variety of previously disseminated procedures and practices.
- To clarify roles, responsibilities, and procedures for actions of suspension from program activities.
- To clarify roles, responsibilities, and procedures for eligible appeals and the appeal procedure for Border Swimming Board of Directors.

Policy

It is the practice of the Border Swimming to empower board members and committee representative with the authority to suspend persons or teams from participating in its team practices, coaching and activities because of poor sportsmanship, misconduct, or blatant disregard of the established and posted Guidelines. Persons and teams exhibiting behavior worthy of suspension may be immediately expelled from an Aquatics Facility or any event sponsored by Border Swimming.

Definitions

Border Swimming President: Border Swimming member with overall responsibility for managing the COVID-19 Committee. Responsible to oversee the Border Liaisons, Lane Allocation and Practice Scheduling, Monthly Billing, Lifeguards, Lifeguard Administration (Recruitment, Schedule, and Payroll), Athlete Roster and Questionnaire Compliance, COVID Guidelines Compliance. Has authority to make final decisions on the outcome of a behavior management incident.

Coaches: Border Swimming Coaches are responsible for on-site team supervision of the access, ingress/egress, social distancing, PPE, practices, lane assignments, attendance, disinfecting, and events sponsored by Border Swimming.

COVID-19 Committee Guidelines Compliance Personnel: COVID Committee appointed COVID Guidelines Compliance Personnel that has authority to terminate the contract of a Border Swimming Team program participant and prohibit authorization of future contracts for the terminated activity. Assist Border Swimming President with their responsibilities and provide each team a voice in Border activities. One representative of each Border team comprises the COVID Committee, along with Border President and any other persons designated by President.

Border Swimming Members: Parents, officials, volunteers, and registered athletes and coaches may report a non-compliance of the Border Swimming COVID Guidelines to the Border Swimming President. The Border Swimming President can, at any time, appoint one or more of the COVID Guidelines Compliance Personnel to conduct unannounced observations.

Grievance Committee: The Grievance Committee is comprised of members of Border Swimming Board of Directors who convene monthly to hear information about a disputed Border Swimming COVID Guidelines Compliance Representative action regarding suspension of participant activity. The Border Swimming Board of Directors makes a recommendation regarding an appeal of the Border Swimming COVID Guidelines Compliance Representative action by the participant to the Board for action.

Verbal Abuse: Consists of shouting, insulting, intimidating, threatening, shaming, demeaning, bullying or any other derogatory language and gestures.

Suspension/Appeal Procedures

The person being suspended may be asked to leave an event or recreation facility if deemed necessary by any member of the COVID Committee. This suspension will be immediate and indefinite in nature until such time as the Border Swimming President has reviewed the reports regarding the incident and is able to set a time limit on the suspension. The length of the suspension may vary due to the nature of the offense, as outlined on the following page.

Staff Responsibilities: The incident leading to the suspension will be initially recorded on the "Border Swimming Incident Report" form (Appendix A) by the Border COVID Guidelines Compliance Personnel and supplemented by reports from other members present, team owner, team board member, or any officials, and/or any witness(es) to the incident; and submitted to the Border Swimming President within 3 business days of occurrence. The Border COVID Guidelines Compliance Personnel at the aquatic facility from which the person has been suspended will immediately notify the Border Swimming President of the incident. Upon determination by the Border Swimming President of a legitimate suspension, the Border COVID Guidelines Compliance Personnel will provide a "Notice of Suspension" (Appendix A) form as soon as possible to the suspended participant, but no later than 10 business days after the event. This form notifies the individual of the suspension and details the individual's rights to appeal the suspension to the Border Swimming COVID-19 Committee and Border Swimming Board of Directors. Border COVID Guidelines Compliance Personnel will ensure delivery to the suspended party via email, mail or hand deliver.

Appeal Procedure: If a person wishes to appeal a suspension, he/she has three (3) business days from receipt of the Notice of Suspension to submit an appeal to the Border Swimming President. The President will forward it to the COVID Committee to determine if the request is eligible for appeal, and if so, it will be placed on the next available Border Swimming agenda meeting, or reviewed prior, by the Border Swimming Board of Directors. COVID Committee will submit all paperwork related to the event to the Border Swimming Board of Directors. When the meeting date is set, a Border Swimming Board of Directors member will be notified forty-eight hours (48) in advance and will have the responsibility of notifying the grievant. COVID Committee managing the “incident” or that was present during the incident will attend the meeting; and will advise all other parties that need to attend on the Border Swimming behalf.

RECORDS	DUE DATE	SUBMISSION TO	PENALTY
Monthly Roster	Due by 25 th of each month	John Bernhard	Team will not be able to swim until the 15 th of the following month
Mid-month	Due by 14 th of each for any new swimmers	John Bernhard	Swimmer(s) will not be able to swim until the 1 st of the following month
Lane Assignments	Every Sunday by 5pm for the following Monday – Sunday Practices.	Adrian Slater	Team will not be allowed to practice on Monday and until the lane assignments have been submitted
Daily Attendance (includes temperature check & symptoms questionnaire)	Done prior to entering the facility	Adrian Slater	Team will submit within 24 hours when by requested from Border Swimming or Covid-19 Representative
Weekly Attendances (includes temperature, check & symptoms questionnaire)	Every Sunday by 5pm for the previous week Monday – Sunday Practices.	Adrian Slater	Team will not be allowed to practice on Monday and until the previous weeks attendance record has been submitted
INFRACTIONS			
Face mask wearing; coaches & athletes			1 st Offense is one-week suspension 2 nd Offense is one-month suspension 3 rd Offense is permanent suspension
Not enforcing social distancing; coaches			
Verbal Abuse			
Not following the lane assignments; coaches & athletes			



Appendix A NOTICE OF SUSPENSION

Today's Date: _____

Facility/Program: _____

Location: _____

This letter constitutes written notice that _____ has been suspended for
(Name)
_____ days / week / months for violation of the Border Swimming COVID-19 Guidelines
(Time Period)

Border Swimming COVID-19 Behavior Management Policy for the following action:

Incident Description: _____

Appeals of this suspension must be made in writing to the Border Swimming President noted below. Appeals must be made within 3 business days of receiving the Notice of Suspension and should include the following documents:

1. Statement explaining the basis for the appeal.
2. Statements from witnesses.
3. Police Report number (if applicable).
4. Any personal electronic documentation of the incident that is available.

This suspension is effective at _____ 8AM on this _____ day of _____, _____.
(Time) (Month) (Year)

COVID Guidelines Compliance Personnel

(Signature)

Print Name: _____

Office Phone: _____

E-Mail: _____