



## Hitchin Swimming Club Land Training Discipline Policy

October 2017

Hitchin Swimming Club developed a relationship with Archers Gym and has been running Land Training for swimmers over the age of 12. On acceptance of a place to do Land Training, a swimmer and their parent are agreeing to an acceptable level of behaviour. For the safety and enjoyment of all participants, a high level of behaviour and respect is expected in order to take part in these sessions.

It is not always possible to have the same Coaches for the Land Training Sessions and the sessions are booked termly when there is not a clash with Galas. It is therefore difficult for Coaches to get to know the swimmers on an individual basis.

Our discipline policy for Land Training has been written in line with the policy during swimming sessions.

The details of the policy are listed below with an explanation of each stage and the sanctions carried by that stage.

### 4 Stage Discipline Policy

- Stage One: Verbal Warning / Words of advice from Coach to swimmer
- Stage Two: Time Out – an exclusion from the session/activity at the side of the room
- Stage Three: Yellow Card issued to swimmer – leave that session
- Stage Four: Red Card issued to swimmer – suspension from Land Training

### Description of the 4 stages.

1. Words of advice to the swimmer to reinforce the code of conduct and a warning as to the next step for the swimmer should their behaviour continue.
2. If the misconduct continues during the session then the swimmer will be asked to sit at the side of the room for up to a maximum of 5 minutes. The length of time will be at the Coaches' discretion. The Coach may ask the swimmer to do exercises as a form of distraction and to break the pattern of behaviour.

If after stage 1 the behaviour continues in a more serious nature, the coach has the discretion to jump straight to stage 3.

3. If the misconduct continues or the behaviour is a more serious breach of the code of conduct, for example, (but not limited to) it endangers other persons, is willful defiance of coaching staff, or is aggressive conduct towards swimmers or Coaches then a **“yellow card”** may be issued to the swimmer and they **will leave the session immediately**. The child will be asked to wait outside the room with the register takers until the end of the session when they will be

escorted up to the café before getting ready for the swimming session. The Coach will contact the Club to explain the issues and an email will be sent from the Club to the parent explaining the behavior. The parent will be asked to reinforce and remind their child of the Code of Conduct and support the Coach in their action. The Coach will note the yellow card in an incident log and it will be a) discussed at the Coaches meeting and b) included on a list of incidents (without names) and provided to the Committee.

There may be occasions where a swimmer is exhausted and shows lack of concentration and effort, therefore hindering others in the session. If this is considered a risk to the swimmer and others in the session the Coach may agree with the swimmer to leave the session immediately and wait outside with the register takers. On this occasion it would not be as the result of a 'yellow card'.

4. The most serious discipline is the use of the **“red card”**. If a swimmer is given a **“red card”** by the Coach, then they will be suspended from the Land Training Sessions at least until the end of the current term. A Contract of Behaviour will need to be discussed if they wish to continue Land Training the following term. Any violence towards any member of the Club, either swimmers or Coaching Staff, will carry an automatic **“red card”**. All red cards must be reported immediately to the Child Welfare Officer.

## Notes

All uses of the **“Yellow card”** or **“Red card”** will be recorded by the Coaches as a way of monitoring swimmers' ongoing behaviour and the adherence to the discipline policy. If there is a pattern of repeated Yellow Cards for the same swimmer, a meeting will be arranged between the swimmer, the parent/guardian, the Coach and the Child Welfare Officer with a view to agreeing an individual Contract of Behaviour.

If a swimmer is asked to leave the training session following a **“Yellow Card”** or other agreement then they will still be required to obey the coach or register takers and follow their instructions regarding waiting until the end of the session.

The Committee understands that there will be occasions when swimmers and their parents / guardians may feel the need for a fuller explanation following the use of the Discipline Policy.

If a Coach or Committee Member is approached on a matter they were not directly involved in they will need to contact the Land Training Co-Coordinator to ask for further details.

Occasionally a swimmer or parent / guardian may be dissatisfied with the verbal explanation given regarding the incident and the use of the discipline policy by the Coach. They then have the opportunity to make use of the **Club's Grievance Procedure** as outlined in the Club rules. All swimmers and parent / guardians are asked to familiarize themselves with that procedure.

All parents and swimmers are reminded that if they approach a member of staff concerning a discipline matter they should do so in a polite and civil manner. Any aggressive or impolite behavior towards a staff member will not be tolerated.

## Hitchin Swimming Club