



Hitchin Swimming Club Poolside Discipline Policy

October 2017

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 outside the water
- Stage Three: Yellow Card issued to swimmer – leave that session
- Stage Four: Red Card issued to swimmer – suspension from the club

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 pool for up to a maximum of 10 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 get dressed and wait at the side of the pool for their parents and then inform them so that they can speak to the coach to get an understanding of the reasoning. 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 lane. If this is considered a risk to the swimmer and others in the lane the Coach may agree with the swimmer to leave the session immediately,

get dressed and wait at the side of the pool for their parents. 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 Coaching Staff, Child Welfare Officer or Committee Member, then they are suspended from the Club until a Contract of Behaviour has been discussed, agreed and put in place. 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 and follow their instructions regarding waiting within the pool complex for collection by parent / guardian.

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.

The Committee asks that only the issuing Coach or a Committee Member be approached over the matter and not other members of the Coaching Staff or Committee.

If a Coach or Committee Member is approached on a matter they were not directly involved in they will ask the swimmer or parent / guardian to follow the above guidance and will not comment on the matter further.

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

.