



## **Sunrise Swimming General Conduct Policy and Conflict Resolution**

### **Purpose:**

- a. To facilitate a club environment that is supportive of coaches, swimmers and families.
- b. To outline behavioral expectation from coaches of Sunrise Swimming and to inform coaches of prohibited acts and inappropriate conduct.
- c. To provide coaches with support for issues of disciplinary action regarding swimmers and/or families by providing a clear and consistent method for dealing with behavioral issues relating to coaches, swimmers, and/or families.
- d. To provide coaches with and inform them of a complaint procedure that will allow the club:
  - To promptly and thoroughly investigate alleged acts of inappropriate conduct or behavior.
  - To take any appropriate disciplinary action, based on the investigation.
  - To engage in preventive or corrective measures.

### **Behavior Expectations:**

Sunrise Swimming strives to create an environment that facilitates the optimum development of each child as a swimmer and as a person. Such environment will support coaches in this effort as well as define lines of accountability for coaches, swimmers, and families. In order to create this environment, we follow our Codes of Conduct as well as USA Swimming's Code of Conduct. The expectations for appropriate behaviors of athletes, parents, and coaches are listed in these respective Codes of Conduct.

### **Inappropriate Behaviors:**

The following behaviors are considered inappropriate for optimal club functioning and swimmer development. Such inappropriate behaviors include, but are not limited to:

- a. Gossiping about, using negative humor, bantering, harassment or bullying, or behaviors which otherwise are disruptive or intimidating to another, or that negatively impact the self-esteem of a coach, swimmer, or parent;
- b. Discriminatory behavior toward another on grounds such as gender, sexuality, race, ability, cultural or social background, religion, age, or political preference;
- c. Use of profanity on deck;
- d. Use of any substances identified as banned by USA Swimming. The use of tobacco, alcohol, or illegal drugs is prohibited for all swimmers. Parents and coaches may not use substances while acting in an official capacity for Sunrise Swimming.
- e. The use of aggressive and/or inappropriate physical contact with another.

### **Complaint and Conflict Resolution Procedures (Grievances):**

In a conflict arising between individuals, the following steps are recommended in order to resolve the conflict:

1. Take the concern directly to the other person, whether a coach and a swimmer, a coach and a parent, or a swimmer and a swimmer. Respectfully discuss the concern and attempt to resolve. If the issue involves a minor athlete and an adult, a third party (eg coach) must be present for the interaction.

2. If this does not resolve the conflict, involve a third party where the concern is presented to help resolve.
3. If mediation does not resolve the conflict, present the issue to the next level of club management in the following order: child's coach, head coach, club owner, City of Sunrise Aquatics Supervisor as necessary.
4. Present the issue, if appropriate to an external authority (e.g., police, child protection).

***If disciplinary action is necessary, the following steps will be initiated:***

**Step 1:** Identify the problem or infraction by determining the effect of the behavior. Infractions may be in regard to the safety of the swimmers and/or staff, the preservation of property, or be in regard to behavioral issues (i.e. failure to follow program or facility rules, disruptive behavior, and other behaviors contrary to the stated behavioral expectations). Document the incident.

Educate and attempt to change the behavior by informing all persons involved of the rules and behavior expectations related to the situation, as well as expectations for changing the behavior. This may include but not limited to verbal reminding, communication with parents (if swimmer infraction), and/or written reminding. If a disciplinary meeting is required, a third party shall be present, and the coach/swimmer interaction will be in an open environment.

**Step 2:** All attempts will have been made to educate the individual(s) and request for their compliance. However, interventions may take place when the repeated negative behavior is disruptive and is impacting the safety and positive experiences of swimmers or coaches. The following actions may then be taken:

- A. Suspension from club participation;
- B. A meeting with all involved parties will take place. For coaches, this will include the Head Coach, and possibly the Booster Board and/or City of Sunrise Aquatics Director. For the Head Coach, this will include the Club Owner and possibly the Booster Board and/or the City of Sunrise Aquatics Director.
- C. A behavioral contract will be used to identify the violations or behavioral problems, as well as the required changes in the individual(s) behaviors. This will include a timeline and agreed upon terms of re-instatement for club participation.

**Step 3:** If behavioral concerns continue and/or reoccur following suspension and reinstatement, the following steps will occur:

- A. A meeting will occur between all involved parties. The City of Sunrise Aquatics Director will participate in any such meeting.
- B. The disciplinary actions taken will be reviewed and agreed upon by all members present.
- C. The individual will be terminated for participation at Sunrise Swimming.