



CODE OF CONDUCT (2015)

The aim of R.S.S.C. is to remain the best Synchronised Swimming Club in Great Britain, and to strive for excellence in all we do. This Code of Conduct is designed to establish a set of guidelines and procedures to outline the responsibilities and behaviour of staff and swimmers who are members (“Members”) of the R.S.S.C. in support of the Club’s aims. This Code of Conduct lists the behaviour expected by all members of R.S.S.C., both during scheduled training sessions, (whether the session is stamina, figures, flex or music), and also whilst away from the Club and representing the Club at a competition or Skill Levels testing, or when any member could reasonably be considered to be representing or connected to the Club. Failure to comply with any rule under this Code of Conduct will be dealt with under the disciplinary action section of the R.S.S.C. Handbook and Rules, and the ASA Guidelines for handling internal Club disputes.

GENERAL BEHAVIOUR

1. Treat all members of and persons associated with the ASA with due dignity and respect.
2. Treat everyone equally and never discriminate against another person associated with the ASA on any grounds including that of age, sexual orientation, ethnic origin or nationality.
3. The use of inappropriate or abusive language, bullying, harassment, or physical violence will not be tolerated and could result in action being taken through the club disciplinary or child welfare policy.
4. Display a high standard of behaviour at all times. Always report any poor behaviour by others to an appropriate Club officer.
5. Recognise and celebrate the good performance and success of fellow club and team members.

SCHEDULED TRAINING SESSIONS

1. Behaviour and Personal Conduct must at all times be of a high standard and reflect favourably on the Club, and members will not act in any way which could be considered to bring the reputation of the Club into disrepute. All members of the Club must be treated with respect.
2. Times given on the schedule for the start of any sessions are to be adhered to. Where presence is required on poolside at a given time, then swimmers will have a leeway of no more than 5 minutes. Coaches are to ensure that training sessions will start at the time shown on any relevant schedule.
3. Where a change over between swimming and flex occurs, then each swimmer will complete the changeover in a MAXIMUM of 15 minutes.
4. If any swimmer has a medical condition that necessitates the taking of medication, then a form MUST be completed so that the medication can be checked against the Banned List of Substances.
5. The Club reserves the right to discipline swimmers in relation to training session behaviour, including following poolside disciplinary procedures produced by the Club from time to time.

6. Treat your coach and fellow swimmers with respect.
7. Make your coach aware if you have difficulties in attending training sessions as laid down for your squad.
8. Arrive in good time on poolside 10 minutes before the training session starts to complete poolside warm up as directed by your coach.
9. If you arrive late report to your coach before entering the pool.
10. Ensure you have all your equipment with you, i.e. paddles; kick boards, hats, goggles etc.
11. If you need to leave the pool for any reason during training inform your coach before doing so.
12. Listen to what your coach is telling you at all times and obey instructions given.
13. Always swim to the wall as you do in a race, and practice turns as instructed.
14. Do not stop and stand in the lane, or obstruct others from completing their training.
15. Do not pull on the ropes as this may injure other swimmers.
16. Do not skip lengths or sets - you are only cheating yourself.
17. Think about what you are doing during training and if you have any problems discuss them with your coach at an appropriate time.
18. If you have any problems with the behaviour of fellow club members report them at the time to an appropriate adult.

WHILST AWAY AT COMPETITIONS OR OTHERWISE REPRESENTING THE CLUB

1. Behaviour and Personal Conduct must at all times be of a high standard and reflect favourably on the Club. Language in public or relevant group situations must always be appropriate and socially acceptable. Members will not act in any way that could be considered to bring the reputation of the Club into disrepute.
2. Consumption of Alcohol is totally forbidden for athletes under age as defined by UK law. It must not be consumed by swimmers or staff members whilst en route, prior to, or following a competition event, training camp or team activities, without specific consent of the Team Manager. During competition alcohol is strictly forbidden to all swimmers.
3. Smoking: is prohibited for swimmers and staff whilst en route, prior to, during or following a competition event, training session or team activities.
4. Personal Appearance: shall be appropriate to the circumstances and as indicated by the Team Manager. Team kit and equipment shall be worn as directed by the Team Manager when competing and training, when assembling or traveling, at official team functions or on other occasions as notified.
5. Attendance at all activities is expected unless agreed by the Team Manager. Throughout the duration of the trip swimmers should inform the TM of their whereabouts. Punctuality on all occasions is essential and any curfew must be observed.
6. Illegal and Performance Enhancing Drugs and Substances are strictly forbidden. Swimmers are expected to be aware of the current list of banned substances and particular care must be exercised if anyone is on medication prior to or during a meet. The Club Handbook sets out some details relating to these issues. Members are directed to appropriate websites as a guide to banned drugs and substances.
7. Illegal Drugs and Substances: The use of these, even though they may not appear on the official banned list in respect of performance enhancing drugs, is nonetheless prohibited.

8. Accommodation at hotels or equivalent must be as directed by the club staff and at no times must anyone extra be accommodated in swimmers' rooms other than those allocated to rooms by Club staff.
9. Medication: It is important that information on all medication being currently taken should be reported to the Team Manager who will report it to the relevant personnel. Allergies to any medication must be reported to the Team Manager.
10. At competitions whether they be open meets, national events or club galas always behave in a manner that shows respect to both your club coach, officers and team mates and the members of all competing clubs.
11. You will be required to attend events and competitions that the Chief Coach has entered / selected you for unless previously agreed otherwise with the relevant club official and coach.
12. You must wear appropriate swimwear, tracksuits, T shirts/shorts and hats as laid down by the club.
13. Report to your club coach and / or Team manager on arrival on poolside.
14. Warm-up before the event as directed by the coach in charge on that day and ensure you fully prepare yourself for the race.
15. Be Part of the Team. Stay with the Team on poolside. If you have to leave poolside for any reason inform and in some cases get the consent of the Team manager / coach before doing so.
16. After your race report to your coach for feedback.
17. Support your teammates. Everyone likes to be supported and they will be supporting you.
18. Swim down after the race, if possible again as advised by your coach. Your behaviour in the swim down facility must be appropriate and respectful to other users at all times.
19. Never leave an event until either the competition is complete or you have the explicit agreement of the club coach or team manager.

It is expected that all members of Rushmoor Synchronised Swimming Club, when attending any event or scheduled training session shall:

- Comply with the codes, rules and laws within the guidelines set out by the ASA
- Behave without discrimination on the grounds of race, colour, language, religion, birth, social status, age, sex or marital status as set out in the ASA equal opportunities policy.
- Respect the basic human rights, worth and dignity of each member.
- Not encourage swimmers, volunteers, officials or parents to violate the rules of the club or the sport.
- Observe the authority and the decisions of all officials.
- Encourage all swimmers to obey the spirit of the rules and laws both in and out of the pool.
- Treat other competitors and teams with respect, in victory and defeat.
- Allow photographs to be taken of themselves for publicity purposes only. All professional photographers shall be approved by the ASA; all amateur photographers shall have signed a declaration book prior to the taking of photographs. This also applies to video photography.

Name (please print)

Signed Date

For members under 12 years

As the parent/carer of the above named member, I hereby confirm that I have explained to them the contents and implications of this Code of Conduct.

Signed(parent/carer) Date