



Disciplinary Procedure

If a Code of Conduct is breached by either, a child/parent/guardian/member/official/volunteer, then the Club will enforce the following disciplinary procedures:

- A verbal warning will be issued by the Coach and/or nominated committee member.
- If the offending person¹ continues to breach then he/she will be issued with a yellow card. The child/swimmer will be asked to sit on poolside for a maximum of ten minutes or, if aged over 18, will be asked to leave the premises for a maximum of ten minutes
- If the poor behaviour continues, or the behaviour is too severe, then a red card will be issued. The child/swimmer will be asked to leave the pool, get changed and return to the poolside until the end of the session. A person, if aged over 18, will be asked to leave the training session/premises. The person will not be allowed to continue to participate
- Any yellow/red cards will be detailed on an incident log and parents/guardians will be informed. The incident logs will be discussed at committee meetings.
- If a person receives two red cards within the same season they will be issued with a one week training ban.
- If a person should receive three red cards within the same season, the committee could decide that expulsion from the club is necessary. Or, the committee could create a review panel to establish and review the sanctions applied.

Poor Behaviour at a Meet/Gala:

- A verbal warning will be issued by the Coach and/or nominated committee member. If the offending person(s) continue to breach then he/she will be issued with a yellow card. The child/swimmer will be asked to sit quietly for a maximum of ten minutes or, if aged over 18, will be asked to leave the session/premises for ten minutes. The person will still be allowed to continue to participate in races, in most circumstances.
- If the poor behaviour continues, or the behaviour is too severe, then a red card will be issued. The child/swimmer will be asked to leave the pool, get changed and return to the poolside until the end of the competition. A person, if aged over 18, will be asked to leave the training session/premises. The person will not be allowed to continue to participate.

¹ A person includes a child, swimmer (under & over 18 years of age), a parent or guardian, member, official or volunteer



- Any yellow/red cards will be detailed on an incident log and parents will be informed. The incident logs will be discussed at committee meetings.
- If a person receives a red card at a meet then a decision will be made by the Coach and nominated committee member to establish whether a further sanction should be applied, and this could include a training/competition ban.

Appeals

If a person is unhappy with an outcome following adherence of the discipline procedure they can appeal the decision. A new appeals panel will be formed to include the Chairperson, two executive officers and the welfare officer. The decision by the review panel will be final.

Breaches of the Code of Conduct

Breaches shall, in the first instance, be dealt with by the Coach and nominated committee member. In most circumstances by verbal advice. Should the initial, or any further breach be considered serious by the Club Committee, then the Committee should consider implementing Rules 6.1 - 6.6 of the Constitution of Bridgwater Amateur Swimming Club that incorporates the guidelines set out in the Swim England Handbook (s.150 - s.155).

Signature of the person (*child/parent/guardian/member/official/volunteer*)

Signature of parent/guardian (*if applicable*)

Date