

**City of Leeds Synchronised Swimming Club (COLSSC) Code of Conduct for Coaches**

As a coach or teacher, we understand you have the right to:

* Enjoy the time you spend with us and be supported in your role.
* Be informed of [Wavepower](https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/) and the club child safeguarding reporting procedures.
* Know who the Welfare Officers is/are and how to contact them.
* Be informed of the internal club complaints process and who to contact at the club for advice on complaints.
* Be aware of the club’s rules and procedures.
* Be involved and contribute towards decisions within the club.
* Have access to training and ongoing CPD in all aspects of your role.
* Be respected and treated fairly by the club.
* Feel welcomed, valued and listened to.

As a coach or teacher at the club we expect you to:

* Put the wellbeing, health and safety of members above all other considerations, including the development of performance.
* At all times adhere to the Swim England Code of Ethics as found on page 19 of the [Swim England Handbook](https://www.swimming.org/swimengland/swim-england-handbook/), regulations, club constitution and rules
* At all times adhere to [Wavepower and club safeguarding procedures.](https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/)
* At all times adhere to the [Swim England Equality and Diversity Policy.](https://www.swimming.org/swimengland/equality-and-diversity/)
* At all times adhere to the Synchronised Swimming Training Scheme & City of Leeds Synchronised Swimming Club Anti-Bullying Policy.
* Champion everyone’s right to take part and celebrate difference in our club or activity by not discriminating against anyone on the grounds of gender, race, sexual orientation, faith or ability.
* Respect your position of trust and maintain appropriate boundaries and relationships with children as set out on page 112 of [Wavepower](https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/).
* Consider your behaviour and do not engage in any behaviour that constitutes any form of abuse
* Never exert undue influence to obtain personal benefit or reward. Never use your position to establish or pursue a sexual or improper relationship with an athlete, member or someone close to them.
* Respect children’s trust and rights whilst being honest and open with them.
* Challenge and address instances of poor, negative, aggressive or bullying behaviour amongst children. Seek advice from the Welfare Officer where necessary.
* Lead by example promoting positive behaviour, good sportsmanship and encourage children to behave in a positive manner and follow the rules of the club and sport. Consistently display high standards of behaviour and appearance.
* Ensure team and squad selection is clear and transparent and be fair and equal when making decisions in line with club selection policies.
* Treat all members with respect and dignity, value their worth and treat everyone equally, recognising their varying needs and abilities within the context of the sport.
* Develop an appropriate working relationship with members based on mutual trust and respect.
* Use positive and constructive methods when teaching and coaching and ensure that all teaching, coaching and competition programmes are appropriate for the age, ability and experience of the individual member.
* Always put the wellbeing, health and safety of the child before all other considerations including the development of performance.
* Keep children safe in the sessions with appropriate staffing ratios, using safe methods of instruction and techniques and by putting their safety first.
* Ensure any equipment used is fit for purpose, safe to use and accessible.
* Follow the club procedures should a child have an accident or suffer an injury.
* Develop positive relationships with parents/guardians and where possible provide them with regular information and updates regarding their child’s development in artistic swimming.
* Listen to any concerns the parent/guardian or child may have and seek advice (where appropriate) to resolve any concerns
* Always identify and meet the needs of the individual member as well as the needs of the team/squad.
* Encourage and guide members to accept responsibility for their own behaviour and performance.
* Continue to seek and maintain your own professional development in all areas in relation to coaching and teaching children. Keep your coaching and teaching qualifications and CPD up to date.
* Complete a child safeguarding training course every three years in line with the guidance in [Wavepower.](https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/)
* Ensure you have a current Disclosure and Barring Service (DBS) certificate renewable every three years.
* Treat all information of a personal nature about individual members or their families as confidential, except in circumstances where to do so would allow the child to be placed at risk of harm or continue to be at risk of harm.
* Encourage all members to obey the spirit of the rules and regulations both in and out of the pool.
* Co-operate fully with other specialists (e.g. other coaches, officials, doctors or physiotherapists) in the best interests of the member.
* Never encourage or condone members, volunteers, officials or parents to violate the rules of the organisation or the sport and report any violations appropriately.
* Observe the authority and the decision of the officials and only question those decisions in the appropriate manner.
* Treat all competitors and teams of other organisations with respect, whether that is in victory or defeat, and encourage all members to do the same.
* Refer all child safeguarding concerns in accordance with the procedures detailed in [Wavepower.](https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/)

Signed:

Date:

This code is an extension to the Swim England Code of Ethics. Both should be followed.