**Code of Conduct - Committee members, officials, and volunteers**



As a volunteer at the Club, we understand you have the right to:

* Be supported in your role and respected and treated fairly by the Club.
* Know who the Welfare Officer is and how to contact them.
* Be informed of the current Wavepower and appropriate reporting procedures.
* Be informed of the Club complaints process and who to contact at the Club.
* Be aware of the Club rules and procedures.
* Be involved and contribute towards decisions made within the Club.
* Feel welcomed, valued, and listened to.
* As a volunteer, the Club expects certain standards of behaviour from its members.

By becoming a member you agree to:

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| Rules and Regulations | Volunteering and Behaviour | You the person |
| Adhere to and implement the current Wavepower. | Refer all safeguarding and welfare concerns to the Welfare Officer. | Champion everyone’s right to take part and respect differences in the Club by not discriminating against anyone on the grounds of gender, race, sexual orientation, faith, ability, or any other relevant characteristics. |
| Adhere to the Swim England Equality and Diversity Policy. | Respect everyone’s trust and rights whilst being honest and open with them. | Challenge and address instances of poor, negative, aggressive or bullying behaviour amongst all members. Seek advice from the Welfare Officer where necessary. |
| Adhere to the Swim England regulations, Code of Ethics, Club Constitution, and rules. | Treat all personal information about members or their families on a confidential ‘need-to-know’ basis unless information sharing with others is required to protect and safeguard a child from harm. | Keep any qualifications and CPD up to date relevant to your role. |
| Adhere to any conditions stipulated under the pool hire agreement. | Encourage all members to behave in a positive manner and follow the rules of the Club and sport. | Complete Swim England safeguarding training every three years as applicable to your role. |
| Keep all members safe in sessions and at competitions with appropriate staffing ratios. | Adhere to your role responsibilities allowing others to adhere to theirs. | Ensure you have a current Disclosure and Barring Service (DBS) check (renewable every three years) as applicable to your role. |
| Ensure any equipment used is fit for purpose, safe to use and accessible. | Promote a positive and welcoming environment and culture within the Club. |  |
| Follow the Club procedures should a member have an accident or suffer an injury. | Always put the wellbeing, health and safety of members before all other considerations including the development of performance. |  |
| Ensure any complaints raised to you are appropriately referred under the Swim England Club Complaints process. | Understand that the use of abusive or inappropriate language, bullying, physical violence, or any other behaviour which affects others will not be tolerated by the Club. |  |
| Support the Club as required in completing and maintaining minimum affiliation standards. |  |  |

Breaches of the Code of Conduct will result in disciplinary action being taken against you by the Club Committee under the judicial regulations. Continued issues and repeated breaches may result in your dismissal from the Club. Any criminal offence will be reported to the Police and any other relevant authority, by the Club.

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| Signature of Volunteer |  |
| Printed name |  |
| Position in the Club |  |
| Date |  |