

City of Oxford Swimming Club

Code of Conduct for members, committee members, officials and volunteers



As a member at the club, we understand you have the right to:

- Enjoy the time you spend with us and be supported in your role.
- Be informed of Wavepower and the club child safeguarding reporting procedures.
- Know who the Welfare Officer(s) 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 rules and procedures.
- Be involved and contribute towards decisions within the club.
- Be respected and treated fairly by the club.
- Feel welcomed, valued and listened to.

As a member at the club, we expect you to:

- Adhere to and implement Wavepower and the club safeguarding procedures.
- Adhere to the Swim England Equality and Diversity Policy.
- Adhere to the Swim England regulations, Code of Ethics, club constitution and rules.
- Adhere to any conditions stipulated under the pool hire agreement.
- Refer all child safeguarding concerns to the Welfare Officer.
- Ensure all complaints are referred under the internal club complaints process.
- Champion everyone's right to take part and celebrate difference in our club or activity by not discriminating against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
- Adhere to your role responsibilities.
- Make our club a happy, friendly and welcoming place for all members.

- Attend child safeguarding training every three years if applicable for your role.
- Ensure you have a current Disclosure and Barring Service (DBS) certificate (renewable every three years) if applicable to your role.
- Keep any qualifications or CPD up to date if applicable to your role.
- Lead by example by promoting positive behaviour and good sportsmanship. Encourage all members to behave in a positive manner and follow the rules of the club and sport.
- Never encourage or condone members of the club to breach the rules of the sport.
- 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.
- Observe the authority of officials and follow the rules of the sport when questioning any decisions.
- Treat with respect and encourage all members to respect all competitors and teams from other organisations in victory or defeat.
- Adhere to the Swim England’s regulations, Code of Ethics, Club constitution and Laws.
- Adhere to and implement Swim England’s Safeguarding policy and procedures as per Wavepower (<https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/>).
- Adhere to the Swim England’s Equality and Diversity Policy.
- Adhere to any conditions stipulated by the pool hire agreement.
- Champion everyone’s right to take part and celebrate difference in our club by not discriminating against anyone on grounds of race, gender, sexual orientation, faith or ability.
- 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.
- Encourage and guide members to accept responsibility for their own behaviour and performance.
- Continue to seek and maintain your own development in line with your role by completing a Child Safeguarding Training Course and ensuring you have a current Disclosure and Barring service certificate if appropriate for your role.
- Treat all information of a personal nature about individual members as confidential, except in circumstances where to do so will allow the child to be placed at risk of harm or continue to be at risk of harm.
- 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.
- Ensure all complaints are referred under the internal club complaints process.
- Refer all child safeguarding concerns in accordance with the procedures detailed in Wavepower 2020-2023.
- 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.

Breaches of the Code of Conduct may 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.

Signature of volunteer

Print name

Date

If you are worried or unhappy about something, please tell the welfare team.
The club’s Lead Welfare Officer is Su Bird, and you can speak to her on poolside or email her at coscwelfareofficer@gmail.com
If you do not want to speak to someone in the club, you can call
Swim Line 0808 100 4001