**Sample Codes of Conduct**

Committee Management

This document should be reviewed on a regular basis prior to an AGM and should also take into account the members’ expectations.

Below is a sample table that should be signed by the President and Vice President when any code of conduct is reviewed or changed.

|  |  |  |  |
| --- | --- | --- | --- |
| Sample Codes of Conduct | | Approval Date: |  |
| Review Date: |  |
| Version No: |  |
| President: | Sign: | Name | |
| Vice-President: | Sign: | Name | |

The purpose of this document is to ensure all Club members, including Athletes, Officials and Volunteers, have a clear understanding of expected behavior and to make it clearly understood that breaches of these codes will result in disciplinary action.

COACHES are required to:

* Abide by Swimming Australia’s code of conduct;
* Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion;
* Support, encourage and involve all athletes regardless of their talent level;
* Never ridicule or yell at athletes for errors or poor performance;
* Always consider the wellbeing and safety of participants before performance and results;
* Encourage participants to value their performances and not just results;
* Encourage and guide participants to accept responsibility for their own performance and behavior both on and off the field;
* Maintain respectful and appropriate relationships with all participants;
* Ensure all activities are appropriate to the age, ability and experience of participants;
* Promote the positive aspects of the sport (e.g. fair play);
* Respect the official’s decision and support them to carry out their role;
* Display consistently high standards of good sporting behaviour and appearance;
* Follow all guidelines laid down by the national governing body and the Club;
* Hold appropriate valid qualifications before commencing to coach;
* Never condone rule violations, unfair or unduly rough play or the use of prohibited substances;
* Never smoke or drink alcohol whist in an official capacity;
* Never use offensive language or behaviour;
* To act as a role model at all time

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ATHLETES are required to:

* Abide by Swimming Australia’s code of conduct;
* Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion;
* Play by the rules and respect the official’s decisions;
* Display good sporting behavior at all times;
* Never use offensive language or behavior towards anyone or engage in sledging or bullying of any person;
* Co-operate with the coach;
* Adhere to club policies including smoke-free areas and liquor license requirements;
* Never behave in a manner that would damage the reputation of the club.

VOLUNTEERS, PARENTS and SPECTATORS are required to:

* Abide by Swimming Australia’s code of conduct;
* Act as good role models and ambassadors for the club at all times;
* Always welcome visitors, spectators, officials etc. to the club;
* Never use offensive language or behaviour;
* Treat everyone with respect regardless of their gender, ability, cultural background or religion;
* Display consistently high standards of good sporting behavior including respecting the official’s decisions;
* Adhere to the smoke-free policies of the club;
* Not to consume alcohol in any place other than where the club’s license allows;
* Adhere to and support the Club policies;
* Be trustworthy.

It is recommended the Club’s prospective members sign off on the Code e.g. this can be done as part of the registration process.

I have read and agree to abide by the Codes of Conduct and understand that if I breach any of the Codes, disciplinary action will result.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent signature to accompany where the participant is under 18

Parents Name: ­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_