



Disciplinary Procedure

The vast majority of our members recognise the need to have a disciplined approach to the activities of our club. It is therefore unusual for any matters to arise that require disciplinary action.

However, it is important to have a recognised procedure in the event of disciplinary action being required, so that all instances are dealt with in a similar and fair manner.

The coach/teacher in charge of the training session (swimming, water polo or land training) is also responsible for the safety and discipline of that session.

If he/she has concerns about the behaviour of any individual in a session regarding the disruption of the activity or actions which may put the individual and/or others at risk, he/she will in the first instance request that the concerning behaviour ceases immediately.

If this request is disregarded and the disruptive behaviour continues, the request to cease will be repeated with the added warning that if the behaviour continues the individual will be asked to leave the training session.

Continued disruptive behaviour will then result in the individual being asked to leave the training session. The activities of the session will cease until the individual leaves the training area. However, if the individual is under the age of 16, they will be asked to remain on poolside until someone arrives to collect them.

At the close of the session, the coach will then have a further conversation with the individual concerned in an attempt to resolve the matter. At this stage the individual maybe suspended from the club's activities pending the next stage of investigation.

Similarly, if a member of the coaching team, committee member or parent volunteer does not adhere to the Club's code of conduct the following actions will take place:

- The President, or a deputising club official, will conduct an investigation into the alleged breach of the Club's codes of conduct as they see fit and all persons and parties shall cooperate fully with the same. Failure to co-operate may amount to misconduct.
- The Investigating Club Official shall thereafter be entitled at any time to decide to:
 - a) Apply a sanction to the person(s) being investigated
 - b) Refer the matter to a Club Complaint panel
 - c) Take no further action
 - d) Pursue an alternative resolution, which may include Mediation, Arbitration or Conciliation.

The Club will keep a record of each stage of the disciplinary process.