

CCC Swim Team – Code of Conduct

Each swimmer must understand and agree to:

- Listen to coaches and follow directions.
- Treat all coaches and fellow swimmers with respect.
- Keep hands and feet to him/herself – in and out of the water.
- Refrain from using rude or foul language at any team practice or function.
- Follow the CCC Pool Rules at all times.

Each swim team family must also observe the following responsibilities and standards of conduct:

(Excerpted from the Campolindo Cabana Club By-Laws)

VII FAMILY RESPONSIBILITIES AND STANDARDS OF CONDUCT

A. Conduct

- 1) The coaching staff at all times will maintain examples of strong leadership and good and sportsman-like behavior at all swim team activities or while in the presence of swim team members.
- 2) An honest effort toward mutual respect will be expected from parents, swimmers and coaches.
- 3) Parents will refrain from talking to coaches during workouts and lessons.
- 4) Talks with the coaches should be scheduled after workouts when mutually convenient.
- 5) The STB will mediate any problems that may arise between coaches and parents.

B. Duties of Swimmers

- 1) Each swimmer is expected to attend all workouts held for his or her age or ability group.
- 2) Each swimmer shall participate in all meets assigned unless he/she signs out one week prior to the meet.
- 3) If, after being notified of his or her expected participation in an invitational relay in a meet that they have entered, a swimmer fails to notify the coach of his expected absence or gives notification too late to make a substitution, (excepting illness, injury or family emergency) the parent may be charged for the total fee for the four swimmers in the relay.

C. Duties of Parents

- 1) Be responsible for swimmer's attendance and timeliness at practices and swim meets.
- 2) Read the notice boards, check family folders at the CCC pool regularly and keep informed of the news regarding the swim team.
- 3) Be otherwise supportive of swimmer's activities by attendance and actual participation in the operation of swim meets and related swim team events.
- 4) Work required number of jobs during the season and provide food or other items requested or required.
- 5) Work at any invitational meet your child is entered in regardless of age of swimmer.
- 6) Inform coach or liaison person about vacation times and expected absences from meets.
- 7) If, after being notified of his or her child's expected participation in an invitational relay at a meet they are entered in, a parent fails to insure that the coach is notified of the child's expected absence or gives notification too late to make a substitution (excepting illness, injury or family emergency) the parent may be charged for the total fee for the four swimmers in that relay.

Campolindo Cabana Club Disciplinary Policy and Procedure

A "disciplinary problem" is understood as behavior by a swimmer which violates the Campolindo Cabana Club code of conduct and Article VII in the Swim Team By-Laws and which is otherwise disruptive of swim team activities. The coaching staff has the authority to apply disciplinary measures at their discretion within the coaching guidelines established by the swim team board. These guidelines forbid the coaching staff from communicating with parents about disciplinary problems. A "disciplinary problem" arises when the head coach judges that disciplinary measures applied by the coaching staff to a particular swimmer have not been effective and submits a written description of the "disciplinary problem" to the swim team board. A "disciplinary problem" also arises when the coaching staff witnesses a deliberate act of physical or verbal violence or endangerment affecting another swimmer, or have reasonable cause to believe such occurred. In

such a case the head coach is required to submit a written report to the Swim Team Board. A swim team family parent who witnessed such an event is also entitled to submit a written report describing the act of violence or endangerment. The "disciplinary problem" becomes a board matter when the board receives a written "disciplinary problem" report.

Upon receipt of the first "disciplinary problem" report for a swimmer, the swim team board director or a board member designated for this purpose will contact the writer of the report for further details and clarification, and, if the report is not withdrawn, will inform the swimmer's parents about the disciplinary problem. The disciplinary problem report will be filed and its existence will be noted in the minutes of the next board meeting.

Upon receipt of a second "disciplinary problem" report for a swimmer, the swim team board director or a board member designated for this purpose will again investigate the report, and, if not withdrawn, will inform the board members and submit a written complaint within five days to the swimmer's parents which includes a warning that a third "disciplinary problem" report will result in suspension for the remainder of the season. If the second report involves violence or endangerment, the swimmer is given an automatic 1 week suspension from all swim team activities.

Upon receipt of a third "disciplinary problem" report for a swimmer, the swim team board director will call an emergency board meeting to which the parent/swimmer are invited but not required to attend. The board will review the "disciplinary problem" report and vote on whether or not to accept it. If the quorum for a full board meeting is met and a majority of the full board members as defined by the by-laws accepts the report, the swimmer is automatically suspended for the remainder of the season. If two or more of the disciplinary problem reports involved violence or endangerment, the swimmer is expelled permanently from membership in the swim team. A swimmer's problem report count is reset to zero at the beginning of the next swim season if he or she remains eligible for membership.