



ESSA Code of Conduct - Team Managers and Coaches

General behaviour

1. I will treat all members of, and persons associated with, the ESSA with due dignity and respect.
2. I will treat everyone equally and never discriminate against another person associated with the ESSA on any grounds including that of age, sexual orientation, gender, faith, race, ability or any other relevant characteristic.
3. I understand that the use of inappropriate or abusive language, bullying, harassment, or physical violence will not be tolerated and could result in action being taken through the ESSA disciplinary or child welfare policies.
4. I will always display a high standard of behaviour.
5. I will always report any poor behaviour by others to the welfare officer.
6. I will recognise and celebrate the good performance and success of fellow team members.
7. I will respect the privacy of others, especially in the use of changing facilities.
8. I will not use any mobile device, at any time, in the changing areas.
9. I will report any concerns I have about someone taking photographs or footage of others in the changing areas to the welfare officer.
10. I understand no alcohol is to be consumed whilst being responsible to swimmers in my team.
11. I understand that no smoking or vaping is allowed whilst being responsible for the swimmers in my team.

Safeguarding and Qualifications

1. I will ensure I have a current Disclosure and Barring Service (DBS) certificate (renewable every three years).
2. I will complete Swim England safeguarding training every 3 years.
3. I will keep my Swim England Coaching/Team Manager qualifications up to date.
4. I will treat all personal information about Team 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.
5. I will make sure all paperwork for the swimmers is appropriately looked after and kept secure.

Training and Competitions

1. I will treat the Divisional Team members and fellow members with respect.
2. I will make Divisional Rep or the lead Team Manager aware if I have difficulties in attending swimming sessions as per the rules laid down for my squad.
3. I will arrive in good time on poolside before the swimming session.
4. I understand that if I arrive late, I must report to my Divisional Rep or lead Team Manager before entering the pool.
5. I will ensure that I have all of my equipment with me.
6. If I need to leave the pool for any reason during the event, I will inform my Divisional Rep or the lead Team Manager before doing so.

Signed:

Print name:

Date:
