

## **LPSC - Parent's Code of Conduct**

**PLEASE NOTE: When you e-sign the Leicester Penguins membership form on behalf of your son/daughter, you are agreeing to abide by this Code of conduct.**

1. I will complete and return the Medical Information Form as requested by Leicester Penguins and provide details of any health conditions/concerns relevant to my child on the consent form. I will report any changes in the state of my child's health to the coach prior to training sessions or events. I will ensure that Leicester Penguins has up-to-date contact details for me and for any alternative person(s) as required.
2. If the Coaches of Leicester Penguins changes my child's lane and/or session times, I will remember that the change is to provide appropriate levels of training and to enable my child to progress, and I should therefore support and encourage this at all times.
3. I will ensure my child is properly and adequately attired for the training session/events including all mandatory equipment, e.g. hats, goggles, etc.
4. I will inform the coach/welfare officer before a session if my child is to be collected early from a training session/event and if so, by whom.
5. I will encourage my child to obey the rules and teach them that they can only do their best.
6. I will behave responsibly as a spectator during training/events and treat members, coaches, committee members and other parents of members of both my child's organisation and any other organisation with due respect, in accordance with the Swim England commitment to equality and diversity.
7. I will not use inappropriate language within the organisation environment.
8. I will show appreciation and support my child and all the team members.
9. I will ensure my child's needs are met in terms of nutrition and I will listen to advice given from the coach/nutritionist.
10. I will support the coach and committee appropriately and raise any concerns I may have in an appropriate manner to the welfare officer.
11. I will not enter poolside unless requested to do so or in an emergency.
12. If I wish to have a discussion with the coach, I will check with the welfare officer as to how this can be arranged.
13. Most of all, I will help my child to enjoy the sport and to achieve to the best of their ability.

#### Training Sessions:

1. I will deliver and ensure that my child arrives at training in good time (10-15 minutes) before the start of the session. I will inform a member of the committee or coaching staff if there is an unavoidable problem
2. LPSC request that you stay with your child(ren) at training if they are under the age of 16, on the poolside or in the viewing area during the session. If you have to leave poolside or the viewing area for any reason, or are not staying for a session, please nominate (and ask) another parent to take responsibility for your child, ensuring that they have contact details for you and another family member in case of emergency. Please advise the Coach who is responsible for your child before leaving and ensure your child is aware of who is responsible for them and who is taking them home.
3. Your child's behaviour and safety is your responsibility until they are on poolside and are handed over in the presence of a coach at the start of a session. They then become the coach's responsibility until the swimmer leaves the poolside at the end of the session. At that point, all parents must resume responsibility for their children.
4. I will collect my child punctually from training sessions/events.
5. At no point during any training sessions are you permitted to take pictures or video.

#### Leicester Penguins will:

1. Inform you at once if your child becomes ill and will ensure their wellbeing until you are able to collect him/her.
2. Ensure good child safeguarding guidelines are followed at all times to keep your child safe.
3. Ensure all activities are properly supervised/taught/coached and that consent is obtained for any activity outside of that previously agreed.

#### You have a right to:

1. Make a complaint to the organisation if you feel the organisation or a member of the organisation is not acting appropriately or in accordance with Swim England / organisation rules and regulations. Details of how to do this can be obtained from the welfare officer.
2. Make a complaint on behalf of your child to the Swim England Office of Judicial Administration.

Ian Nuttall is the Leicester Penguins Welfare Officer. If you have any concerns regarding this policy, Ian can be contacted at [LPSCwelfare@outlook.com](mailto:LPSCwelfare@outlook.com). Should he be unavailable please contact any committee member for help or advice. Further confidential help – phone Swimline (0808 100 4001) or NSPCC (0808 800 5000)

The Committee of Leicester Penguins will review this policy at regular intervals to ensure that it is effective and is achieving its stated objectives. Reviewed 14/02/2019