



SECTION G: WEST CODE OF CONDUCT

WEST's Code of Conduct applies to all members and others attending an event or utilizing West Coast Aquatics facilities or grounds. The Code of Conduct is not intended to provide a comprehensive list of all expectations and describes only certain minimum expectations. WEST reserves the right to take action regarding any conduct that WEST views, in its sole discretion, as being inconsistent with its core values or is deleterious to WEST or its swimmers.

WEST Coast Aquatics Code of Conduct:

1. WEST swimmers, members, guests and staff will not discriminate against any other swimmer, official, coach, administrator, or any other person on the basis of race, color, religion, age, gender, sexual orientation or national origin or commit any discrimination in violation of USA Swimming Rules and Regulations.
2. WEST swimmers, members, guests and staff will not conduct any sexually oriented behavior (whether consensual or nonconsensual), or any pattern of unwelcome advances or other sexual harassment directed towards a swimmer, coach, official or any other person participating in any capacity whatsoever in the affairs or activities of USA Swimming (whether such person is a member or not).
3. WEST swimmers, members, guests and staff will not sell, distribute, or offer to sell or distribute alcohol, tobacco, controlled substances, or any other substance listed on World Aquatics's recognized list of banned substances.
4. WEST swimmers, members, guests and staff will not use alcohol, tobacco, controlled substances or any other substance listed on World Aquatics's recognized list of banned substances.
5. WEST swimmers, members, guests and staff will not commit any act of theft or property damage while on WEST property.
6. WEST swimmers, members, guests and staff will not commit any act of non-consensual physical contact, obscene language or gesture, or other threatening language or conduct directed towards any swimmer, coach, official or any other person.
7. WEST swimmers, members, guests and staff will be responsible for their equipment and personal possessions and will clear all personal possessions and trash upon leaving WEST.
8. WEST swimmers, members, guests and staff will conduct themselves in an appropriate manner and will abstain from rough housing and horseplay that might result in personal injury to themselves or another.
9. WEST swimmers, members, guests and staff will not use cell phones, cameras, video cameras, or other devices with video or audio recording capabilities in locker rooms or changing areas as outlined in WEST Photography and Videography Policy (Section L).
10. WEST Swimmers, family members, and guests will refrain from inappropriate/destructive communication and will follow the procedures set in place by conflict resolution policy should an issue arise.



11. WEST swimmers, members, guests and staff will adhere to WEST's Electronic Communications Policy (Section I).
12. WEST swimmers, members, guests and staff will adhere to WEST's Anti-Bullying Policy (Section J).
13. WEST swimmers, members, guests and staff will not participate in or condone conduct that is in violation of this Code of Conduct.
14. WEST swimmers, members, guests and staff will not commit any other material and intentional act, conduct or omission not provided for above, which is detrimental to WEST's image or reputation, or to the sport of swimming.
15. WEST swimmers, members, guests and staff will not commit any act of fraud, deception or dishonesty.

Any swimmers, members or guests utilizing WEST's facilities may be denied membership, placed on probation, suspended or expelled from WEST if such person violates the provisions of WEST's Code of Conduct, or aids, abets or encourages another person to violate any of the provisions of WEST's Code of Conduct or the USA Swimming Code of Conduct which can be found at usaswimming.org/docs/default-source/governance/lsc-managementdocuments/interpretations-legislation-bylaws/code-of-conduct-expert-2018.pdf.

WEST Dispute Resolution Process:

If a swimmer (parent/guardian) or member feels that he/she is not being treated in accordance with the above expectations, they should ask to address their concerns by scheduling a meeting with:

Swimmer(Parent/Guardian)	WEST Member
<ol style="list-style-type: none">1. The Group Coach;2. The Head Coach; or3. A WEST Board of Directors member.	<ol style="list-style-type: none">1. Program Manager2. General Manager3. A West Board of Directors member

If any swimmer or parent/guardian is in violation with the Code of Conduct, discipline will be handled in the following format based on the severity of the offense:

- Removal from practice and sent home for the day
- Meeting with swimmer(s), parents, coaches and/or Board of Directors
- Further suspension
- Expulsion from the team



Training fees are not refundable due to a misconduct suspension. Discipline decisions will be determined by a three-person committee; appointed by the Board consisting of the Head Coach, a board member and a neutral adult. In the event that the Head Coach is personally involved in a dispute, a second neutral adult member(s) shall be appointed in place of the Head Coach.

Should one be necessary, a committee shall be appointed by the Board, comprising the Head Coach, and a neutral adult member. In the event that the Head Coach is personally involved in a dispute, a neutral adult member(s) shall be appointed. The membership of the committee shall remain the same until there is total resolution of any given problem, but may change for any other non-related disputes.

Reporting

If your concern relates to a violation of West MAAPP, including and not limited to: criminal activity, illegal drug use, inappropriate touching, or physical abuse, please report immediately to safesport@usaswimming.org. Anonymous reporting can be completed <https://fs22.formsite.com/usaswimming/form10/index.html>.

If your concern relates to sexual misconduct, sexual harassment or sexually explicit communication through any media, please contact the U.S Center for SafeSport to make a report immediately. You can report your concern online or call 720-524-5640. More information can be found at www.uscenterforsafesport.org.

SECTION G.1 : WEST SWIM TEAM CODE OF CONDUCT

As a member of WEST Swim Team, I acknowledge that I have read, understand, and agree with the following:

WEST's Code of Conduct is designed to maximize positive experiences of all swimmers and ensure a fun, safe, and positive learning environment. The Code of Conduct is not intended to provide a comprehensive list of all behavioral expectations. The Code of Conduct describes only certain minimum expectations. WEST reserves the right to take action regarding any conduct that WEST views, in its sole discretion, as being inconsistent with its core values or is deleterious to WEST or its swimmers.

WEST Swim Team Member Code of Conduct Minimum Expectations:

I will not violate the anti-doping provisions set forth in 303.3 or 303.4 of USA Swimming Code of Conduct.

I will not discriminate against any other swimmer, official, coach, administrator, or any other person on the basis of race, color, religion, age, gender, sexual orientation, or national origin or commit any discrimination in violation of USA Swimming Rules and Regulations.



- I will not conduct any sexually oriented behavior (whether consensual or nonconsensual), or any pattern of unwelcome advances or other sexual harassment directed towards another swimmer, coach, official, or any other person participating in any capacity whatsoever in the affairs or activities of USA Swimming (whether such person is a member or not).
- I will not sell, distribute, or offer to sell or distribute alcohol, tobacco, controlled substances, or any other substance listed on World Aquatics's recognized list of banned substances.
- I will not use alcohol, tobacco, controlled substances, or any other substance listed on World Aquatics's recognized list of banned substances.
- I will not commit any act of fraud, deception, or dishonesty in connection with any USA Swimming-related activity.
- I will not commit any act of theft or property damage while on WEST property.
- I will not commit any act of non-consensual physical contact, obscene language or gesture, or other threatening language or conduct directed towards any swimmer, coach, official, or any other person.
- I will be responsible for my own equipment and personal possessions on deck and in the locker room and will clear all personal possessions and trash upon leaving.
- I will conduct myself in an appropriate manner and will abstain from rough housing and horseplay (on the pool deck, in the locker room and in the pool) that might result in personal injury to themselves or another.
- I will demonstrate good sportsmanship during practice and competitions, and will abstain from taunting, profanity, verbal abuse, or any other unsportsmanlike conduct toward any other swimmer, coach, participant, or audience member.
- I will respect and follow the instructions of WEST coaches and personnel.
- I will arrive on-time for all practices, competitions, and other team events; will bring all necessary equipment to practices and be responsible for their belongings; I will not talk while coaches are addressing the group; and I will listen and follow directions carefully.
- I will not use cell phones, cameras, video cameras, or other devices with video or audio recording capabilities in locker rooms or changing areas as outlined in WEST Photography and Videography Policy.



I will refrain from destructive, hurtful, or negative communications about WEST, its swimmers, coaches, officials, or others, both while at WEST's facilities or in any other setting including but not limited to email or social media.

I will adhere to WEST's Electronic Communications Policy.

I will be humble in victory and graceful in defeat.

I will support their teammates and cheer for them when possible.

I will remain in the water after races until all competitors have finished.

I will follow proper lane etiquette and refrain from behavior that will inhibit the progress of others.

I will demonstrate respect for the decisions of coaches and officials.

I will always put forth my best effort.

I will wear designated WEST gear to all meets, including team suit, cap and shirt.

I will adhere to WEST's Anti-Bullying Policy.

I will adhere to USA Swimming's swimsuit regulations.

I will not participate in or condone conduct that is in violation of this Code of Conduct.

I will immediately report any conduct in violation of this Code of Conduct to my coach or other WEST personnel.

I will not commit any other material and intentional act, conduct or omission not provided for above, which is detrimental to WEST's image or reputation, or to the sport of swimming.

I understand that I may be denied membership, placed on probation, suspended or expelled from WEST if I violate WEST Swim Team's Swimmer Code of Conduct, or aid, abet or encourage another person to violate any of the provisions of WEST Swim Team Code of Conduct or the USA Swimming Code of Conduct.

I understand that if I feel that I am not being treated in accordance with the above expectations, I will address my concerns by scheduling a meeting with:

1. The Head Coach;
2. The Group Coach; or



3. A WEST Board of Directors member.

I understand that any alleged violation of this Code of Conduct will be handled in the following format based on the severity of the offense:

- Removal from practice and sent home for the day
- Meeting with swimmer(s), parents, coaches, and/or Board of Directors
- Further suspension
- Expulsion from the team

I further understand that any fees paid to WEST are not refundable due to a misconduct suspension and that discipline decisions will be determined by a three-person committee appointed by the board consisting of the Head Coach, a board member, and a neutral adult.

SECTION G.2 : WEST PARENT AND GUARDIAN CODE OF CONDUCT

As a parent of a member of WEST Swim Team, I acknowledge that I have read, understand, and agree with the following:

WEST's Code of Conduct is designed to maximize positive experiences of all swimmers and ensure a fun, safe, and positive learning environment. The Code of Conduct is not intended to provide a comprehensive list of all behavioral expectations. The Code of Conduct describes only certain minimum expectations. WEST reserves the right to take action regarding any conduct that WEST views, in its sole discretion, as being inconsistent with its core values or is deleterious to WEST or its swimmers.

WEST Swim Team Member Code of Conduct Minimum Expectations:

I will not permit my child to violate the anti-doping provisions set forth in 303.3 or 303.4 of USA Swimming Code of Conduct.

I will not discriminate or permit my child to discriminate against any other swimmer, official, coach, administrator, or any other person on the basis of race, color, religion, age, gender, sexual orientation, or national origin or commit any discrimination in violation of USA Swimming Rules and Regulations.

I will not conduct any sexually oriented behavior (whether consensual or nonconsensual), or any pattern of unwelcome advances or other sexual harassment directed towards another swimmer, coach, official, or any other person participating in any capacity whatsoever in the affairs or activities of USA Swimming (whether such person is a member or not).

I will not sell, distribute, or offer to sell or distribute alcohol, tobacco, controlled substances, or any other substance listed on World Aquatics's recognized list of banned substances.



I will not use alcohol, tobacco, controlled substances, or any other substance listed on World Aquatics's recognized list of banned substances while at WEST's facilities or during any WEST-related activities.

I will not commit any act of fraud, deception, or dishonesty in connection with any USA Swimming-related activity.

I will not commit any act of theft or property damage while on WEST property.

I will not commit any act of non-consensual physical contact, obscene language or gesture, or other threatening language or conduct directed towards any swimmer, coach, official, or any other person while on WEST property.

I will be responsible for my own personal possessions while at WEST's facilities and will clear all personal possessions and trash upon leaving.

I will conduct myself in an appropriate manner and will abstain from rough housing and horseplay (on the pool deck, in the locker room and in the pool) that might result in personal injury to myself or any other person.

I will demonstrate good sportsmanship during practice and competitions, and will abstain from taunting, profanity, verbal abuse, or any other unsportsmanlike conduct toward any swimmer, coach, participant, or audience member.

I will respect and follow the instructions of WEST coaches and personnel.

I will assist my child in arriving on-time for all practices, competitions, and other team events; will bring all necessary equipment to practices and be responsible for their belongings; I will not talk while coaches are addressing the group; and I will listen and follow directions of WEST personnel while at WEST's facilities.

I will not use cell phones, cameras, video cameras, or other devices with video or audio recording capabilities in locker rooms or changing areas.

I will refrain from destructive, hurtful, or negative communications about WEST, its swimmers, coaches, officials, or others, both while at WEST's facilities or in any other setting including but not limited to email or social media.

I will adhere to WEST's Electronic Communications Policy.

I will support my child in being humble in victory and graceful in defeat.

I will support WEST swimmers and cheer for them when possible.



I will demonstrate respect for the decisions of coaches and officials.

I will adhere to WEST's Anti-Bullying Policy and encourage my child to do the same.

I will not participate in or condone conduct that is in violation of this Code of Conduct.

I will immediately report any conduct in violation of this Code of Conduct to a WEST coach or other WEST personnel.

I will not commit any other material and intentional act, conduct or omission not provided for above, which is detrimental to WEST's image or reputation, or to the sport of swimming.

I understand that my child may be denied membership, placed on probation, suspended or expelled from WEST, and that I may be expelled from WEST's facilities if I violate WEST Swim Team's Parent Code of Conduct, or aid, abet or encourage another person to violate any of the provisions of WEST Swim Team Code of Conduct or the USA Swimming Code of Conduct.

I understand that if I feel that I am not being treated in accordance with the above expectations, I will address my concerns by scheduling a meeting with:

1. The Head Coach;
2. The Group Coach; or
3. A WEST Board of Directors member.

I further understand that any fees paid to WEST are not refundable due to a misconduct suspension and that discipline decisions will be determined by a three-person committee appointed by the board consisting of the Head Coach, a board member, and a neutral adult.