



COMMITTMENT STATEMENT CODE OF CONDUCT



DVE Aquatic Club
**Commitment Statement
& Code of Conduct**

June 2017



INTRODUCTION

A brief guide has been developed to provide an outline of your responsibilities to help keep our sport safe. This booklet summarises the expectations that DVE Aquatic Club has of all of its participants, be they athlete, coach, parent, spectator, official or administrator as well as the processes we will apply to any alleged failure to meet that responsibility.

The guide takes into account and makes reference to the Child Safe Standards that apply to all sporting organisations that operate and provide sporting services to children within Victoria from 1 January, 2017.

In particular this booklet* is not intended to be, nor should it be relied on, as a complete statement of your responsibilities or a substitute for reading and understanding the Safe Sport Framework, the Victorian Child Safe Standards or obtaining your own advice as to your responsibilities.

WHY DO WE DO THIS?

Aquatic sports are part of Australia's DNA. We want diving, swimming, waterpolo and lifesaving to be fun, enjoyable and safe for all.

Unfortunately, like many other sports and activities in society, poor conduct by one person can negatively impact the health and safety of others, potentially resulting in profound psychological and/or physical damage. This is particularly so in relation to young people. For that reason these risks must be minimised to every extent possible.

All of us at DVE Aquatic Club have a role to play in ensuring that we keep our aquatic pursuits as safe and enjoyable as possible. We must proudly stand behind high behavioural standards and hold others to these standards too.

Our Code of Conduct aims to protect children and reduce any opportunities for abuse or harm to occur.

It also helps staff and volunteers by providing them with guidance on how to best support children and how to avoid or better manage difficult situations.

This Code of Conduct applies to all people involved in DVE Aquatic club.

*Based on the Swimming Victoria Code of Conduct template

OUR VALUES

Key principles that drive our conduct and behaviour which are common across our club:

Integrity and Respect

We recognise the contribution that people make to sport, treat them with dignity and consideration, as well as being fair in our decision making.

Teamwork

We collaborate and work together to achieve outcomes and resolve issues in and out of the pool.

Fun and Enjoyment

We recognise and reward the efforts of others and fuel the passion for everyone in our sport so they may have fun along the way.

Excellence

We strive to achieve the highest of standards in order to achieve the best possible outcomes for ourselves, our teams, our club and our sport.

OUR COMMITMENT

As part of our “Safe Sport Commitment” we strive to:

- provide a safe environment for everyone involved in our club
- take an inclusive approach in our activities
- ensure the safety and wellbeing of young people in particular
- develop and maintain an effective *child safe* culture across all of our activities, programs and services
- support all people in our club to protect young children who are involved in swimming, diving, waterpolo, lifesaving or other club pursuits
- promote and support the cultural safety of Aboriginal children, children from culturally and linguistically diverse backgrounds and children with a disability

That is why we take seriously our obligation to educate and inform everyone involved in our club of their own responsibility to:

- protect and look after each other
- protect and look after young people
- create and maintain a *child safe* culture and also a culture of inclusion and safety that is understood, endorsed and put into action by all.

WHAT ARE THE CODES OF CONDUCT?

There are two key elements to our Codes of Conduct:

1. The *General Code of Conduct* which relates to all people involved in waterpolo, diving swimming, lifesaving and other DVE Aquatic club pursuits; and
2. The *Code of Conduct for Young People* which is designed to keep safe all young people involved in our club.

They should be read in conjunction with:

- Swimming Victoria, Waterpolo Victoria, Diving Victoria and Life Saving Victoria rules, regulations and policies
- all relevant laws which apply
- general community expectations of appropriate behaviour for adults and young people alike.

DVE Aquatic has adopted **Think Act Play***.

There are three slogans that underpin the Think Act Play program aimed at promoting positive behaviour and respect within all pursuits and activities of DVE Aquatic Club. The slogans include:

- **Think before you speak:** What you say and do shapes the culture of our club. Your words can influence the way people are seen and treated by others, and the way in which people feel about themselves. It can also impact the way the community perceives aquatic pursuits. Remember - what you say matters.
- **Act with respect:** Showing respect and treating everyone fairly is just as important as the game, the dive, the event or the championship etc. No matter who you are or where you come from, treating each other with respect and dignity ensures everyone can enjoy the aquatic pursuits of our club; whether diving, swimming, lifesaving or waterpolo. Whether you're in the pool, coaching or cheering from the sidelines - respect the officials' and referees' decisions. Remember - to earn respect you must give it.
- **Play in the "spirit of the game":** The way you train, compete, play, coach and/or support - whether in waterpolo, diving, swimming or lifesaving - says a lot about your character. Training, competing and playing in the spirit of the game is more than just abiding by the rules. Participants that keep their cool under pressure, even when things are not going their way, have a better chance of improving their performance or winning the game. Coaches that encourage sportsmanship get the best from those they coach. Parents that set a good example help their children enjoy their activities. Remember - take responsibility for your actions and participate in the spirit of the game.

Whatever your role at DVE Aquatic, remember that you are inspiring and influencing others, and what you say and do matters.

*Adapted from the Waterpolo Victoria code of conduct

GENERAL CODE OF CONDUCT

Everyone in DVE Aquatic must, at all times:

- (a) Respect the rights, dignity and worth of others regardless of their gender, ability, ethnicity, cultural background or religion
- (b) Be ethical, considerate, fair, courteous and honest in all your dealings with other people and organisations
- (c) Be professional in, and accept responsibility for your actions
- (d) Be aware of and follow Waterpolo Victoria's, Diving Victoria's, Lifesaving Victoria's and Swimming Victoria's standards, rules, policies and procedures and promote them to others
- (e) Operate within the rules and spirit of each respective aquatic pursuit, be they at club, state, national or international level
- (f) Understand the possible consequences of breaching the Safe Sport Framework
- (g) Report any breaches of the Safe Sport Framework to the appropriate person
- (h) Do not abuse, harass, discriminate against, bully or victimise any other person
- (i) Raise concerns regarding official decisions through the appropriate channels and in a timely manner
- (j) Provide a safe environment for all aquatic activities
- (k) Show concern, empathy and caution toward anyone who may be sick or injured;
- (l) Be a positive role model to all
- (m) Respect and protect confidential and/or sensitive information obtained through your involvement with DVE Aquatic Club
- (n) Ensure that any physical contact with others is appropriate to the situation and necessary for the person's skill development
- (o) Refrain from intimate relations with persons over whom you have a position of authority and refrain from favouritism through the provision of gifts or inappropriate attention.

In addition to these requirements the following paragraphs set out our expectation of the conduct of people within specific groups involved in our club.

COMPETITORS

Competitors must, at all times:

- Give your best
- Never argue with an official or referee
- Control your temper – physical or verbal abuse is never acceptable
- Work equally hard for yourself, your team and your club: DVE Aquatic
- Compete by the rules
- Be a good sport
- Treat all participants as you would like to be treated
- Do not bully or take unfair advantage of another participant
- Cooperate with your coaches, teammates, opponents, officials, team managers and event staff
- Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion
- Participate for your own enjoyment and benefit, not just to please parents and coaches.

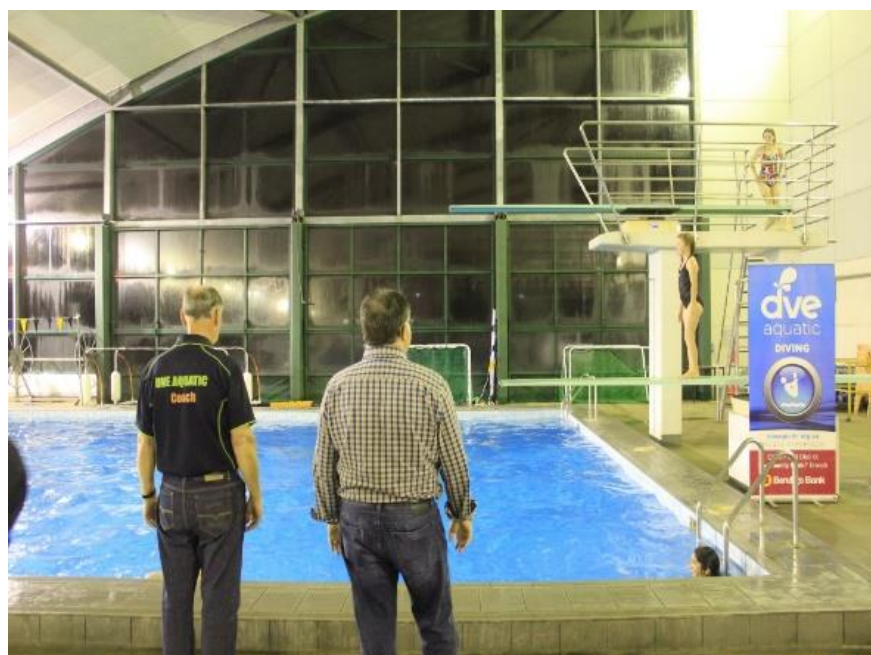


COACHES

Coaches must, at all times:

- Help everyone reach their potential
- Compliment and encourage with positive support and feedback
- Be mindful of the potential damage caused by over training or too much competition
- Treat everyone equally regardless of sex, disability, ethnic origin or religion
- Be fair, considerate and honest with those you coach
- Be professional and accept responsibility for your actions
- Maintain or improve your current accreditation. Seek continual improvement through performance appraisal and ongoing coach education
- Operate within the rules of your particular sport; whether diving, waterpolo, lifesaving or swimming
- Any physical contact with those you coach should be appropriate to the situation and necessary for skill development
- Refrain from any form of harassment, bullying or favouritism
- Provide a safe environment for training and competition
- Be alert to the needs and capabilities of sick and injured participants
- Be a positive role model
- Coach and work with children in an open and transparent way.





OFFICIALS

Technical officials, waterpolo referees, diving judges and all other officials must, at all times:

- Be consistent, courteous, impartial and objective when making decisions
- Emphasise the spirit of fair competition
- Prioritise the safety and welfare of all participants
- Be a positive role model
- Maintain the required standard of accreditation and/or professional competencies, as applicable to your role(s).



PARENTS/CARERS

Parents and carers must, at all times:

- Encourage participation by your child for their individual enjoyment (but do not force them)
- Encourage your child to abide by the rules and decisions of Technical and other officials
- Never argue with an official
- Control your temper – physical or verbal abuse is never acceptable
- Be an example for your child and remember that children participate in sport for their enjoyment, not just yours
- Focus on the child's efforts and performance rather than winning or losing.
- Encourage children always to play according to the rules and to settle disagreements without resorting to hostility or violence.
- Never ridicule or yell at a child for making a mistake, failing to achieve an expected goal or losing a competition
- Remember that children learn best by example
- Appreciate good performances by all participants
- Show appreciation for volunteer coaches, officials, team managers, committee members and administrators. Without them, your child could not participate.

Committee Members

All DVE Aquatic Committee Members must, at all times:

- Act in the best interests of the club
- Make decisions objectively unaffected by prejudice, conflict of interest or bias
- Resolve conflicts fairly and promptly in accordance with established procedures
- Give all people equal opportunities to participate
- Ensure that everyone involved emphasises fair play, and not winning at all costs
- Respect and protect confidential and/or sensitive information obtained through involvement with DVE Aquatic Club
- Strive to create pathways for young people to participate and involve young people where possible in planning, leadership, evaluation and decision making
- Make it clear that harassment, abusing people or bullying in any way is unacceptable and will result in action being taken
- Respect the rights, dignity and worth of every person regardless of their age, gender, ability, cultural background or religion.

CODE OF CONDUCT FOR YOUNG PEOPLE AT DVE

Everyone in DVE Aquatic must:

- Use language around young people which is positive and affirming and not in any way:
 - discriminatory
 - racist
 - sexist
 - derogatory or negative
 - threatening or intimidating
 - profane or sexual in nature or content
- Only use social media and electronic communications to communicate with a young person on issues directly related to club related activities and, wherever possible, copy such communication to the parent or carer. Further such communication should never be used to arrange unauthorised social contact or include anything of a sexual nature
- Ensure that any physical contact with a young person is necessary and appropriate to the particular aquatic pursuit – whether diving, waterpolo, swimming or lifesaving
- Never engage in any sexual behaviour, whether involving physical contact or not, with or in the presence of a young person;
- Not provide transportation for, or engage in any social contact with, a young person unless specifically authorised by that person's parent or carer
- Avoid unsupervised situations with young people
- Not give gifts to a young person without approval from that person's parent or carer
- Not take any images of a young person unless:
 - Prior permission has been obtained
 - It is directly related to participation in club activities
 - The young person is appropriately dressed and posed
 - It is taken in the presence of another person in authority.
- Never allow overnight stays (including at the DVE Swimathon; National, Interstate or country competitions or training camps) by a young person unless:
 - Prior permission has been obtained from the parent or carer and DVE Aquatic club; and
 - The practices and behaviour during any such stay are consistent with the Safe Sport Framework and generally accepted community standards.
- Avoid 'one on one' situations with a young person in a change room whilst balancing any requirement for supervision of young person(s) in a change room with their right to privacy
- Whilst carrying out any role at DVE Aquatic - paid, volunteer or otherwise:
 - Not use, possess, supply or be under the influence of alcohol or any illegal, illicit or performance enhancing substance
 - Not smoke any tobacco related product.

WHAT IF THERE HAS BEEN A BREACH OF THE SAFE SPORT FRAMEWORK?

In general terms, anyone can raise a concern with the club regarding any behaviour, omission, situation or decision which may be a breach of the DVE Aquatic Codes of Conduct or the Safe Sport framework.

We will strive to:

- Deal with concerns or complaints fairly, transparently and in a timely manner
- Communicate on a regular basis with all parties concerned
- Apply the principles of procedural fairness to a complaint
- Report any serious allegations involving a young person to relevant authorities.

Depending on the nature of the concern or complaint, we will deal with it in the manner set out in the Safe Sport Framework.

WHAT ARE THE CONSEQUENCES OF A BREACH?

Again this will depend on the nature and seriousness of the breach. All alleged breaches will be investigated and may result in the imposition of disciplinary measures. Other than cases involving sexual matters, serious criminal conduct or child abuse (as defined in the Safe Sport Framework), DVE Aquatic may refer a complaint to mediation.

The types of disciplinary measures that may be imposed are wide and varied but may include such things as:

- An apology
- Attendance at counselling
- A warning
- Withdrawal of privileges of membership
- Suspension from certain activities
- Deregistration/suspension of membership
- Termination of employment
- A monetary fine
- Any other form of discipline considered appropriate.

In certain cases a right of appeal exists from certain disciplinary decisions.

LEGISLATIVE REQUIREMENTS

DVE Aquatic, Swimming Victoria, Diving Victoria, Waterpolo Victoria and Lifesaving Victoria all take our legal responsibilities seriously, including:

Failure to disclose: Reporting child sexual abuse is a community-wide responsibility. All adults in Victoria who have a reasonable belief that an adult has committed a sexual offence against a child under 16 have an obligation to report that information to the police.¹

Failure to protect: People of authority in our organisation will commit an offence if they know of a substantial risk of child sexual abuse and have the power or responsibility to reduce or remove the risk, but negligently fail to do so.²

Any personnel who are **mandatory reporters** must comply with their duties.³

¹ A person will not commit this offence if they have a reasonable excuse for not disclosing the information, including a fear for their safety or where the information has already been disclosed.

Further information about the failure to disclose offence is available on the [Department of Justice and Regulation website](http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence) <www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence>.

² Further information about the failure to protect offence is available on the [Department of Justice and Regulation website](http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+protect+offence) <www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+protect+offence>.

³ Mandatory reporters (doctors, nurses, midwives, teachers (including early childhood teachers), principals and police) must report to child protection if they believe on reasonable grounds that a child is in need of protection from physical injury or sexual abuse.

See the Department of Health and Human Services website for information about [how to make a report to child protection](http://www.dhs.vic.gov.au/about-the-department/documents-and-resources/reports-publications/guide-to-making-a-report-to-child-protection-or-child-first) <www.dhs.vic.gov.au/about-the-department/documents-and-resources/reports-publications/guide-to-making-a-report-to-child-protection-or-child-first>.



For further information on Safe Sport, please visit the **DVE Aquatic website**.

The *Safe Sport Framework* is available on
Swimming Victoria, Waterpolo Victoria and Diving Victoria websites