

## BNSC Code of Conduct for Volunteers, Officials & Committee Members

As a volunteer, official, or committee member at BNSC, you have the right to:

- Enjoy your role and be supported by the club.
  - Be informed about **Wavepower** and the club's safeguarding and reporting procedures.
  - Know who the **Welfare Officer(s)** are and how to contact them.
  - Understand the club's internal complaints process and who to contact for advice.
  - Be aware of the club's rules, constitution, and procedures.
  - Contribute to decisions within the club.
  - Be respected, valued, and treated fairly by all members.
  - Feel welcomed, valued, and listened to.
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### Your Responsibilities

#### Safeguarding and Welfare

- Follow BNSC rules, this Code of Conduct, **Wavepower**, and the club's safeguarding procedures at all times.
  - Comply with the **Swim England Equality, Diversity and Inclusion Policy**.
  - Refer all safeguarding concerns to the Welfare Officer without delay.
  - Ensure complaints are handled via the club's internal complaints process.
  - Treat personal information about members and families as confidential, unless sharing is needed to protect a child.
  - Complete Swim England-approved child safeguarding training every three years (if required for your role).
  - Maintain a valid **DBS certificate** (renewed every three years) if applicable to your role.
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#### Professional Standards

- Adhere to the Swim England regulations, Code of Ethics, and the terms of any pool hire agreements.
  - Keep your qualifications and CPD up to date if applicable to your role.
  - Lead by example — promote positive behaviour, good sportsmanship, and adherence to the rules of the sport.
  - Never encourage or condone rule breaking.
  - Respect the authority of officials and follow correct procedures when questioning decisions.
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#### Club Culture and Conduct

- Make BNSC a happy, friendly, and welcoming place for all members.
  - Champion inclusion — celebrate difference and never discriminate on the grounds of gender, race, sexual orientation, faith, or ability.
  - Encourage mutual respect between members, competitors, and teams from other organisations, whether in victory or defeat.
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## **If the Code of Conduct is Broken**

Breaches of this Code of Conduct may result in disciplinary action being taken against you, by the club committee.

Depending on the seriousness of the behaviour, the club may:

1. Remind you of the rules.
2. Give you a formal warning.
3. Suspend you from training or competitions.  
*(Steps 1 and 2 may be skipped in serious cases.)*

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Contacts: Welfare Officer*