



Code of Conduct for Volunteers including Officials and Committee Members

As a volunteer at the Club, we understand you have the right to:

- Be supported in your role and respected and treated fairly by the Club.
- Know who the Welfare Officer(s) is/are and how to contact them.
- Be informed of Wavepower and appropriate reporting procedures.
- Be informed of the Club complaints process and who to contact at the Club.
- Be aware of the Club rules and procedures.
- Be involved and contribute towards decisions within the Club.
- Feel welcomed, valued and listened to.

As a volunteer of the Club we expect certain standards of behaviour from you. We expect you to:

Rules and Regulations	Your Behaviour When Volunteering	You the Person
Adhere to and implement Wavepower (Wavepower 2024).	Refer all safeguarding and welfare concerns to the Welfare Officer.	Champion everyone’s right to take part and celebrate differences in our club or activity by not discriminating against anyone else on the grounds of gender, race, sexual orientation, faith, ability, or any other relevant characteristic.
Adhere to the Swim England Equality and Diversity for Clubs Policy	Respect children’s trust and rights whilst being honest and open with them.	Challenge and address instances of poor, negative, aggressive or bullying behaviour amongst children. Seek advice from the Welfare Officer where necessary.
Adhere to the Swim England regulations (Swim England Handbook), Code of Ethics (Code of Ethics), Windsor SC Constitution and rules.	Treat all personal information about 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.	Keep any qualifications and Continued Professional Development up to date relevant to your role.
Adhere to any conditions stipulated under the pool hire agreement.	Encourage children to behave in a positive manner and follow the rules of the Club and sport.	Complete Swim England safeguarding training every three years as applicable to your role.

Continued overleaf



Windsor Swimming Club

Affiliated to the South East Region and Berkshire and S. Bucks ASA

Established 1909



Rules and Regulations	Your Behaviour When Volunteering	You the Person
Keep children safe in sessions and at competitions with appropriate staffing ratios.	Adhere to your role responsibilities allowing others to adhere to theirs.	Ensure you have a current Disclosure and Barring Service (DBS) check (renewable every three years) as applicable to your role.
Ensure any equipment used is fit for purpose, safe to use and accessible.	Promote a positive and welcoming environment and culture within the Club.	
Follow the Club procedures should a child have an accident or suffer an injury.	Always put the wellbeing, health and safety of the child before all other considerations including the development of performance.	
Ensure any complaints raised to you are appropriately referred under the Swim England Club Complaints process.		
Support the Club as required in completing and maintaining minimum affiliation standards.		

By becoming a member of Windsor SC and being a Volunteer, you agree to this Code of Conduct. Breaches of this Code of Conduct will result in disciplinary action being taken against you by the Club committee under the judicial regulations. Continued issues and repeated breaches may result in your dismissal from the Club. Any criminal offence will be reported to Police and any other relevant authority, by the Club.