



Parent/Guardian & Club Responsibilities

Document No 023 Rev 2

Our club constitution sets out the role and responsibilities of the committee but it does not set out the vital role that parents play in the club and the responsibilities that they take on when their children join Telford Aqua SC. Parents understand many of these responsibilities but other than general guidelines outlined in the Club's Code of Conduct Policy, nothing has actually been set out in black and white. At times this can lead to misunderstandings and this does nothing to further the Club's objectives.

This document is not intended to spoil anybody's fun or the essential 'team' atmosphere that exists not just between swimmers and also between swimmers and their coaches, but also between many of the families in the club.

The Committee has set out this basic set of roles and responsibilities for the guidance of parents:

Training Sessions

| PARENT/GUARDIAN | CLUB/COACHES |
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| To bring the swimmers to the session on time and check that the session is to proceed before leaving | To start sessions on time |
| To arrive in time to collect their children at the end of the session. | The club cannot be held responsible for swimmers once they have left the pool at the scheduled end of a training session |
| | Coaches will not allow swimmers out of the pool area (toilet breaks or illness/emergency excepted) until the end of any session without prior arrangement with parents. |
| Parents must not engage coaches/poolside assistance in conversation either immediately before or during a session or otherwise distract them. If parents wish to discuss their child with the coach they should arrange an appointment to do so at a time convenient to both parties. | Coaches will make time to discuss coaching/swimming issues with parents. The coaches and Club will endeavour to provide parents with regular updates on their child's progress and advice on any swimming related problems. |
| If either party feels that these discussions did not satisfactorily resolve an issue, they should write to/contact the Club Secretary. | |
| To work positively to resolve any disputes that their son or daughter may have with another member. If the two parties concerned and their parents are unable to arrive at a reasonable solution, such disputes should be taken up in writing with the committee. | There is a limit to what the club and its committee can do in these situations. Action may be taken, however, to exclude any member where such disputes continue to impinge negatively on any other member. When required the Club will follow the guideline document for internal disputes in line with the ASA's guidelines. |

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| <p>To ensure that their children behave in a manner that does not interfere with another swimmers training.</p> | <p>On matters of discipline, the coach has absolute discretion and swimmers proving to be disruptive may be asked to leave the pool and remain on poolside until the session ends. The coach also has the discretion to ban a disruptive swimmer from subsequent sessions.</p> |
| <p>To encourage their swimmers and ensure that they follow their coach's advice. To leave technical issues and stroke correction to the coaches - they are the professional's. Conflicting 'advice' from parents will only serve to confuse the swimmer.</p> | <p>To stay abreast of the latest techniques and to continue to seek to improve their technical and professional skills.</p> |
| <p>To follow all ASA guidelines regarding swimmer's safety and welfare</p> | |

Galas and Events

| PARENT/GUARDIAN | TEAM MANAGER/COACHES/CLUB |
|--|---|
| <p>To ensure that selected swimmers are made available for competitions wherever possible.</p> | <p>To ensure that the club's objectives are taken into account when selecting swimmers for teams and events.</p> |
| <p>To advise the team manager immediately if your swimmer cannot participate when selected.</p> | <p>To give at least 2 weeks' notice of galas and events and at least 2 weeks' notice of selection for a gala or an event.</p> |
| <p>To ensure at least one adult accompanies the swimmer to the gala or event. If this is not the swimmers parent or guardian, to ensure that another adult has been given specific responsibility for that swimmer, that that adult is aware of any medical requirements of the swimmer and that the team manager is aware of who has responsibility for that child. The responsible adult is required to ensure that their charges wear seatbelts on coaches laid on by the club.</p> | |
| <p>Not to venture poolside unless an official.</p> | |
| <p>To cheer and encourage all Telford Aqua SC swimmers - Whatever the result!</p> | |

General

| PARENT/GUARDIAN | CLUB |
|---|---|
| Please think about becoming involved either as an event organiser, committee member or as an official. | Any member of the committee can advise on where we need help. Our Head Coach can advise on what qualifications are needed to become a recognised timer or ASA recognised official |
| Please remember that at times the Club's objectives and needs may conflict with your own wishes. When this does happen, please bear in mind the Club's overall objectives when discussing the situation with either the coaching team or committee members. | The Club and coaching team will strive to ensure that the Club's strategy and objectives are clearly set out and communicated to the membership. |
| Notice Board's and Club website: Please read them at every opportunity! Our website will be the main media for promoting events and activities. | Notice Boards will be kept informative and up to date. The Club website will be maintained with up to date information and email will be the club's preferred method of communication |
| Please let the club have your ideas, either through the committee, in person or in writing. | |
| From time to time the club may actively seek the views of its membership. Please respond whenever you can | To consult the membership over key strategic issues. |
| TO RAISE FUNDS TO ENSURE THAT THE CLUB'S OBJECTIVES ARE MET | |