



Burbank Aquatics Masters LLC Swim Team Code of Conduct

Purpose

To promote a safe, respectful, and inclusive environment for all members of the Burbank Aquatics Masters Swim Team, ensuring that every participant can enjoy and benefit from the sport of swimming.

1. Respect and Sportsmanship

- Treat teammates, coaches, officials, and competitors with respect and courtesy at all times.
- Encourage and support fellow swimmers, regardless of skill level or experience.
- Refrain from any form of discrimination, harassment, or bullying.

2. Safety and Responsibility

- Follow all pool rules and safety guidelines as outlined by the facility and coaching staff.
- Notify coaches of any injuries or health concerns that may affect participation.
- Use equipment responsibly and report any damage or safety hazards.

3. Commitment and Participation

- Arrive on time and prepared for practices and meets.
- Communicate absences in advance when possible.
- Participate in team activities and contribute to a positive team culture.

4. Integrity and Fair Play

- Compete honestly and uphold the values of fair play.
- Respect the decisions of coaches and officials.

- Avoid any behavior that could be considered cheating or unsportsmanlike.

5. Team Representation

- Represent the team positively in public, at competitions, and on social media.
- Wear team gear with pride and maintain a professional demeanor.
- Uphold the reputation of the team through responsible behavior.

6. Conflict Resolution

- Address conflicts respectfully and constructively.
- Seek assistance from coaches or team leadership when needed.
- Avoid gossip or divisive behavior that undermines team unity.

7. Inclusivity and Support

- Welcome new members and help foster a sense of belonging.
- Celebrate diversity and encourage participation from all backgrounds.
- Support teammates in achieving their personal and team goals.

8. Examples of Violations

- Disrespectful behavior (e.g., yelling, offensive language, derogatory remarks).
- Unsafe conduct (e.g., horseplay, ignoring lifeguard instructions).
- Harassment or bullying.
- Unsportsmanlike conduct (e.g., cheating, arguing with officials).
- Repeated tardiness or unexcused absences.
- Inappropriate social media posts about the team or its members.
- Violating facility rules or damaging property.

9. Disciplinary Procedures

To maintain a positive and safe environment, the following procedures will be followed:

Step 1: Informal Discussion

A coach or team leader will speak privately with the member to address the concern and seek resolution.

Step 2: Written Warning

If the issue persists or is serious, a formal written warning will be issued outlining the violation and expectations for improvement.

Step 3: Suspension

Continued or serious violations may result in temporary suspension from team activities. Duration will be determined by team leadership.

Step 4: Dismissal

Egregious misconduct or repeated violations may result in permanent dismissal from the team.

10. Appeals Process

Members have the right to appeal disciplinary actions. The process is as follows:

1. Submit a Written Appeal

The member must submit a written appeal to the team leadership within **7 calendar days** of receiving the disciplinary decision. The appeal should include:

- A summary of the incident.
- Reasons for appealing.
- Any supporting evidence or context.

2. Review Panel

A panel consisting of at least two team leaders and one neutral party (e.g., facility representative or senior team member) will review the appeal within **14 days**.

3. Decision Notification

The panel will notify the member of its decision in writing. The decision is final and binding.

4. Confidentiality

All appeal proceedings will be handled confidentially to protect the privacy of all involved.

Acknowledgment

By joining Burbank Aquatics Masters, each member agrees to uphold this Code of Conduct and understands the disciplinary and appeals procedures in place to ensure a respectful and safe team environment.
