



CODE OF CONDUCT

General

- All attendees at Leicestershire & Rutland ASA organized events are expected to follow Swim England Code of Conducts and Safeguarding.
- All club personnel, swimmers and LASA have the responsibility of ensuring the Code of Conduct is adhered to during the hire of a facility.
- All attendees are expected to always treat each other with respect and courtesy.
- **Any person(s) found to be verbally or physically aggressive or abusive towards Facility Staff, any Official or Volunteer assisting with the event may be requested to leave the facility and will be reported to their club**
- Any Persons found to be vandalizing the facility used for any event organized by LASA will be reported to the promoter and may be requested to leave the location. Likewise, if found to be misbehaving, abusing or of bringing our sport into disrepute in the changing area may be requested to leave the location.
- No food or hot drinks are allowed anywhere poolside, unless there is a medical reason, for non-adherence, in which case it must be made known to the Leisure Centre and LASA Promoter in advance of the event
- Any swimmers in swimsuits observed climbing over any Spectator Poolside Barriers may be requested to leave the location. All swimmers must wear poolside footwear and club outerwear at least when leaving poolside.
- Swimmers must change in the wet changing areas only.

Safeguarding/Diversity and Inclusivity

- The current Swim England document is **Safeguarding- WavePower 2.1 16th May 2025**. LASA is committed to safeguarding all, in line with the national legislation and relevant guidance.
- **LASA will not tolerate abuse of a person due to their race, colour, religion, age or gender identity.**
- Poolside Personnel will be required to wear appropriate Passes, clearly on show, at all times during an Event. (Wallet and lanyards provided by LASA):
 - ALL club coaches/team managers/chaperones are required to wear a valid accreditation certificate, applied for prior to the Event and printed by LASA.
 - ALL Officials are required to wear their SE Officials License. New trainees who may not yet have a License will need to submit a request to be poolside by emailing officials@leicestershireasa.org. If granted LASA will provide a Poolside Pass.
 - ALL volunteers undertaking a LASA appointed role (such as door persons/heat senders/medal table/AOE etc.) will be provided with Poolside Passes.
 - If a Pass is not visible you may be requested to leave the location.
- During our Events of more than one session facilities for a Quiet Room and a Multi-Faith room will be offered. The keys to these rooms will be with the LASA Promoter or designated person poolside.
- In all cases of welfare and safeguarding the County Welfare Officer can be contacted by email to lasawelfare@leicestershireasa.org. The County Welfare Office may be in attendance at a LASA Event
- Also refer to the Mobile Phone and Photography/Videography and Social Media sections below
- **BY ADOPTING THESE MEASURES, WE TRUST THE HEALTH AND SAFETY OF ALL INVOLVED WILL NOT BE COMPROMISED**



Mobile Phones

- **MOBILE PHONES AND DEVICES MUST NOT BE USED UNDER ANY CIRCUMSTANCES IN THE CHANGING AREA**, including the making or receiving of phone calls and the sending or receiving of any text messages during any Swim England regulated activity.
- All mobile phones and devices **MUST BE IN A BAG or POCKET AT ALL TIMES** while in or passing through the Changing Area, i.e. they must not be carried in the hand
- Mobile phones may be used poolside for the personal games or music through headphones only. They may not be used for taking photographs or for videoing.
- Any breach of this rule will be reported to the designated Welfare Officer, LASA Promoter, Club personnel and the facility management and will result in suspension from the event whilst the incident is investigated and may ultimately result in the individual being ejected from the Competition.
- Leisure Centre rules apply outside of the Poolside and Changing areas.

Photography/Videography and Social Media

- There is **STRICTLY NO PHOTOGRAPHY OR VIDEOGRAPHY** (with two exceptions – see below) from or in any area hired for the event; this includes Poolside, Spectator Balcony, Changing Village and any area of the Sports Hall used for the event. The are two exceptions:
 - Presentations
 - ◆ Photography of presentations is permitted and must be carried out by a LASA appointed person; Team Managers or Coaches are also permitted to photograph presentations to their swimmers
 - ◆ Photographs may be posted on LASA Social Media Pages.
 - ◆ **It is the club's responsibility to remove anyone who is subject of a request not to be photographed for whatever reason. This request may be from the individual themselves or a parent/guardian.**
 - Videoing for Higher Education Needs
 - ◆ Requests for videoing for Higher Education Needs must be submitted to the promoter using the Form available on the LASA Website with the evidence of the need from the requesting body (e.g. School letter)
 - ◆ Forms to be emailed to promoter@leicestershireasa.org prior to the event
 - ◆ If request is granted Videoing to be carried out by Club Coach or Team Manager already on poolside.
- No parents/guardians will be allowed poolside for the sole purpose of videoing
- Anyone in breach of this rule will be ejected and excluded from the Event.
- Braunstone Leisure Centre and Hinckley Leisure Centre will permit photography within the street (Foyer) Area but anyone wishing to use this area must sign in at their Reception Desk. LASA will provide a backdrop banner for those photos. However, you must ensure you do not include anyone else in the shot.

LASA is committed to making our events Safeguarded for ALL