Aquatic Foundation of Alaska (AFA)

Empowering Alaskans through Water Safety, Education, and Competitive Spirit

Website: www.swimyetiswim.com

Email: yeti@aquaticfoundationalaska.org

Phone: (779) AFA-YETI

Disciplinary Policy

Effective Date: October 10, 2025

Approved By: AFA Board of Directors **Last Reviewed:** October 10, 2025

1. Purpose

The Aquatic Foundation of Alaska (AFA) upholds the highest standards of conduct, integrity, and accountability.

This policy establishes fair and transparent procedures for addressing behavioral, ethical, or safety-related violations by any AFA member — including athletes, coaches, parents/guardians, officials, and volunteers.

The goal of this policy is not punishment but **growth, restoration, and protection** of the safe and positive culture that defines AFA.

2. Scope

This policy applies to all individuals representing or participating in any AFA activity, including:

- Athletes (Youth, Legends, and Swim School)
- Parents and guardians
- Coaches and staff
- Officials and volunteers
- Board members and administrators

AFA is a member organization of **USA Swimming, Alaska Swimming, and US Masters Swimming (USMS)**, and all members are bound by the disciplinary standards of these governing bodies.

3. Grounds for Disciplinary Action

Behavior that may result in disciplinary action includes but is not limited to:

Violations of the AFA Code of Conduct or Safe Sport / MAAPP.

- Bullying, harassment, or discrimination of any kind.
- Repeated disrespect toward teammates, coaches, officials, or volunteers.
- Inappropriate use of language or behavior detrimental to team culture.
- Violation of facility or event rules.
- Substance abuse, including use of illegal drugs or alcohol by minors.
- Unsafe or reckless behavior during practices, meets, or travel.
- Retaliation or intimidation against another member for reporting misconduct.

4. Disciplinary Process

When a potential violation is observed or reported, AFA follows a fair and consistent process:

Step 1 – Initial Review

The **Head Coach** or **Safe Sport Coordinator** will review the concern and determine whether it falls under this policy or another AFA policy (e.g., Grievance or Safe Sport).

Step 2 – Information Gathering

Interviews may be conducted with the involved parties and witnesses.

All discussions are treated confidentially and with professionalism.

Step 3 – Determination

After review, the Head Coach (and when appropriate, the Board or Safe Sport Coordinator) will determine whether a violation occurred and what disciplinary action, if any, is necessary.

Step 4 – Notification

The involved individual(s) and, if applicable, parent/guardian(s) will be informed of the outcome and any actions required.

5. Disciplinary Actions

Depending on the severity and frequency of the violation, disciplinary measures may include:

- 1. **Verbal Warning** Clarification of expectations.
- 2. **Written Warning** Documentation of violation and corrective actions.
- 3. **Behavior Contract** Agreement outlining specific expectations and steps for improvement.
- 4. **Suspension** Temporary removal from practices, meets, or team events.
- 5. **Removal from AFA Programs** For severe or repeated violations.

AFA reserves the right to remove any member whose behavior consistently undermines the safety, integrity, or mission of the organization.

6. Immediate Suspension or Removal

In cases involving serious misconduct, safety threats, or violation of federal/state law, AFA may suspend or remove a member immediately pending review.

This includes violations related to Safe Sport, physical aggression, harassment, or criminal conduct.

7. Appeals

Members may request a review of disciplinary decisions by submitting a written appeal to the **AFA Board of Directors** within **five (5) business days** of the decision.

Appeals must clearly state the reason for the request and provide relevant information for reconsideration.

The Board's decision following an appeal is final.

8. Safe Sport and External Reporting

All matters involving suspected abuse, harassment, or sexual misconduct must be reported immediately to the **AFA Safe Sport Coordinator** and **USA Swimming Safe Sport**. If the allegation involves criminal behavior, it will be referred to law enforcement and the **U.S. Center for SafeSport** as required.

AFA will cooperate fully with investigations by USA Swimming, US Masters Swimming, or other authorities.

9. Confidentiality

All disciplinary matters are handled with discretion. Information will only be shared with individuals who have a legitimate need to know. Confidentiality ensures fairness while protecting all involved.

10. Reinstatement

Members suspended or removed from AFA may request reinstatement after demonstrating a commitment to personal accountability and the standards of the organization. Reinstatement decisions will be made by the **Head Coach** and **Board of Directors**.

11. Policy Review

This policy will be reviewed annually by the **AFA Board of Directors**, **Head Coach**, and **Safe Sport Coordinator** to ensure alignment with the latest USA Swimming, Alaska Swimming, and US Masters Swimming requirements.



Aquatic Foundation of Alaska (AFA) — *Promoting safety, excellence, and inclusion through the power of water.*

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