



CBSC Employees' Code of Conduct

As an employee of the Crescent Beach Swimming Club (CBSC), I will:

- Arrive on time for all events;
- Be a role model for the other CBSC employees and the CBSC members at all times while I am working and during off work hours;
- Treat other CBSC employees, including supervisors, and all CBSC members with respect;
- Abstain from the use of alcohol and non-prescription drugs at any time or place associated with my employment and duties with CBSC;
- Report to work in a fit and able condition to conduct my duties;
- Not engage in the harassment of others and will abide with the CBSC harassment policy;
- Not use the CBSC facilities after hours or permit others to use the CBSC facilities after hours without the express permission of your Programs Chairs/Head (Swimming, Sailing, Tennis, Facilities, Office and Lifeguards);
- Refer all media inquiries to the President of CBSC without further comment to the media;
- Abide by all uniform rules if required and wear my CBSC uniform appropriately; and
- In all activities associated with CBSC, conduct myself in a proper manner and avoid acting in a manner that may harm the reputation of CBSC.

In addition, if employed by CBSC as coach, I will:

- Conduct all lessons and programs assigned to me with a sole focus on those in the class or program and not on myself or fellow coaches, friends etc.

I have read, understood and agree to abide by the CBSC Employees' Code of Conduct (above)

Employee's signature: _____

Employee's name printed _____

Date: _____