

Legal Resources

Supporting Participants in the Disciplinary Process

This document serves to outline the support available to participants involved in the disciplinary process, both as complainant and respondent.

Key avenues for support include (but are not limited to):

Swim England (SE) Friends

A SE Friend is an individual who is readily available to provide independent advice to help SE members, or their parent or other representative in the case of junior members, who are faced with problems.

The SE Friends are volunteers who work across the SE Regions. They offer support in the SE Regulations/ Constitution and the judicial procedures. A SE Friend can bring years of experience in the world of aquatics to assist anyone who has a problem within the sport.

For the assistance of a SE Friend, the Office of Judicial Administration (OJA) may be contacted by email at judicial@swimming.org or by phone at 01509 640764.

SE Club Committee Members or Directors

If you are a Committee Member or Director of a SE club, you can access further support through DAS as part of your club membership.

This Includes:

- **Business legal healthcheck**
- **Online law guide and document drafting**
- **DAS employment manual**
- **Counselling services**

This is all in reference to our “Commercial Legal Protection” Insurance policy that clubs are automatically covered under.

For further information please contact membership@swimming.org.

Swim England Teacher Members (IoS Teach Membership)

If you are a Swimming Teacher, you can access support as part of the IoS Teach Membership. This membership is chargeable.

This includes:

- **Legal and employment advice**
- **Legal expenses**
- **Stress counselling**

Access to resources are provided once membership is activated.

Further information can be found by visiting www.swimming.org/ios/ios-membership or by emailing iosmembership@swimming.org.

Swim England Coach Members (Coach and Coach Plus Membership)

If you are an Aquatics Coach, you can access support as part of either the Coach or Coach Plus Membership packages. These memberships are chargeable.

This includes:

- **Legal and employment advice**
- **Legal expenses**
- **Stress counselling**
- **Mental health and well-being support (Coach Plus only)**

Access to resources are provided once membership is activated.

Further information can be found by visiting www.swimming.org/members/coach-membership or by emailing coachmembership@swimming.org.

Further Legal Support and Advice

Citizens Advice

- Citizens Advice is an independent organisation specialising in confidential information and advice to assist people with legal, debt, consumer, housing and other problems in the United Kingdom. For further information please contact <https://www.citizensadvice.org.uk/>

Pro bono advice

- LawWorks is a charity working in England and Wales to connect volunteer lawyers with people in need of legal advice, who are not eligible for legal aid and cannot afford to pay and with the not-for-profit organisations that support them. For further information, please contact <https://www.lawworks.org.uk/>

Acas

- Acas gives employees and employers free, impartial advice on workplace rights, rules and best practice. They also offer training and help to resolve disputes. You can find out more about their work by visiting <https://www.acas.org.uk/>

Further Mental Health and Well-Being Support

Swim England are aware that the circumstances which may give rise to a complaint, or being subject to a complaint, may cause some distress to you. We would therefore like to make you

aware of services which may be available to you to provide further mental health support if necessary.

- Your doctor (GP), who will be able to refer you for counselling.
- The Mix (www.themix.org.uk/get-support) – Essential support for under-25s on a range of topics including mental health. The Mix offers a free helpline for young people where they can talk to trained supporters about any issues – 0808 808 4994 (open from 3pm – 12am every day).
- MIND (www.mind.org.uk) may be able to provide you with support or alternatively signpost you to more local support.
- Hub of Hope (www.hubofhope.co.uk) a mental health support database bringing together local, national, peer, community, charity, private and NHS mental health support and services.
- Samaritans (www.samaritans.org or 116 123), who offer a free 24-hour helpline.
- The British Association of Counselling and Psychotherapy (www.bacp.co.uk), for further information on counselling.