



GMSC TRAVEL CODE OF CONDUCT: CHAPERONES

Purpose: Athletes are most vulnerable to misconduct during travel, particularly overnight stays. This includes a high risk of athlete-to-athlete misconduct. During travel, athletes are often away from their families and support networks, and the setting – new changing areas, locker rooms, workout facilities, automobiles and hotel rooms – is less structured and less familiar.

Team Travel is defined as overnight travel to a swim meet or other team activity that is planned and supervised by the club or LSC.

As a chaperone for the Gold Medal Swim Club (GMSC), I understand and will comply with the following responsibilities and guidelines as set forth by the Coaches and Board of Gold Medal Swim Club.

1. Chaperones will be Non-Athlete Members of USA Swimming and will have completed the required background check offered by USA Swimming.
2. By signature on this document, Chaperones will agree to have read, abide by and uphold the mandatory policies outlined in the USA Swimming documentation on Athlete Protection (Articles 304, 305, 306, and 307). These are summarized in the attached document, USA Swimming Code of Conduct.
3. In addition, GMSC Chaperones will work with the Head Coach and/or other Coaches traveling with the team to implement the recommended USA Swimming best practices.
 - a. Specifically:
 - i. Two-deep Leadership will be implemented throughout the team trip: One coach member and at least one Chaperone shall be present at all sanctioned club activities as part of this team travel whenever at least one athlete is present.
 1. This practice includes, but is not limited to: doing room checks, attending team meetings and/or other activities,
 - ii. Open and Observable Environment: An open and observable environment should be maintained for all interactions between adults and athletes. Private, or one-on-one situations, should be avoided unless they are open and observable.
 - iii. Common sense should be used to move a meeting to an open and observable location if the meeting inadvertently begins in private.



- iv. Athletes should not ride in a coach's vehicle without another adult present who is the same gender as the athlete, unless prior parental permission is obtained. Hotel rooms will be such that Athletes will be paired with other athletes of the same gender and similar age.
 - v. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete).
 - vi. Chaperones and/or coaches will ideally stay in nearby rooms.
 - vii. To ensure the propriety of the athletes and to protect the staff, there will be no male athletes in female athlete's rooms and no female athletes in male athlete's rooms (unless the other athlete is a sibling or spouse of that particular athlete).
 - viii. Communications between Chaperones and athletes should not include any topic or language that is sexual or inappropriate in nature.
 - ix. Chaperones should respect the privacy of athletes in situations such as changing of clothes, showering, etc. Chaperones should protect their own privacy in similar situations.
 - x. Relationships of a peer-to-peer nature with any athletes should be avoided. For example, Chaperones should avoid sharing their own personal problems with athletes.
 - xi. Swimmers are expected to remain with the team at all times during the trip.
 - xii. Swimmers are not to leave the competition venue, the hotel, a restaurant, or any other place at which the team has gathered without the permission/knowledge of the coach or chaperone.
 - xiii. When visiting public places such as shopping malls, movie theatres, etc. swimmers will stay in groups of no less than three persons. 12 & Under athletes will be accompanied by a chaperone.
4. A 1:6 ratio (one chaperone to every six athletes) will be implemented.
 5. Athlete transportation (this consists of driving rental vehicles purchased through Gold Medal Swim Club. A valid driver's license and proof of car insurance is required.) From host city airport to hotel
 - a. To and From competition pool
 - b. To and From meals
 - c. To and From any needed shopping (snacks & water)
 - d. Any driving unrelated to the Travel Meet must be cleared by the Head Coach



- e. Any parking or speeding tickets incurred while driving as a chaperone will be the chaperone's responsibility.
- 6. Athlete Meals: planning and providing opportunities for the athletes to eat within a reasonable amount of time for each meal.
- 7. It will be the responsibility of the Chaperone(s) in consultation with the Head Coach / Travel Coach(es) to implement a bedtime curfew and instruct athletes of wake up times.
- 8. To enforce the Code of Conduct signed by the athletes.
- 9. To aid in any medical treatment if necessary (injury or illness).
- 10. To give any assistance the coaches may need.
- 11. GMSC attire for travel days are preferred, but not required.
- 12. The possession or use of alcohol, tobacco products or controlled substances by any chaperone is prohibited throughout the duration of the trip.
- 13. Chaperones will refrain from any illegal or inappropriate behavior that would detract from a positive image of the Gold Medal Swim Club.

Approved chaperones will have free ground transportation and 50% of hotel cost covered as a small gesture of gratitude.

I understand the above GMSC policies and procedures as stated above.

Meet Name: _____

Travel & Competition Dates: _____

Signature _____

Date _____