

SSAN Travel Meet Policies

Safety & Behavior

- Respect the privacy of each other
- Be quiet and respect the rights of teammates and others in hotel/ dorm room
- 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. Parent chaperone supervision is required.
- SSAN hotel and phone curfew is 9:00 p.m. Lights out! No exceptions.
- Swimmers will not be allowed to leave the hotel room after curfew.
- Rooms will be cleaned and picked up in an orderly manner.
- Inappropriate physical expression and contact WILL NOT be allowed and will be subject to reprimand and discipline. **There shall be no male athletes in female athletes' rooms and no female athletes in male athletes' rooms AT ALL.** They may meet in the lobby and other places indicated by the coaching/ chaperone staff, and athletes must be supervised.
- There will not be any horseplay, prank calls, running in stairways, elevators, etc. allowed at the hotel.
- All swimmers will be required to wear SSAN shirts to the meet and any team function at the travel meet.
- We do not want ANY athlete to post inappropriate snap chat, Instagram, FB that will show negative light towards the team or any athlete.
- Use appropriate behavior, dress attire, and language in all public facilities.
- Swimmers are expected to remain with the team at all times during the trip.
- 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 Parent chaperone.
- All swimmers must stay in assigned dorm room with assigned athletes at all times.
- The underage consumption or purchase of alcohol, any smoking or chewing tobacco, or any use of any illegal drug or USOC banned substance of any kind will not be allowed. Additionally, any team member found or suspected to be in the presence of others (regardless of team affiliation) partaking in any of the listed activities will be subject to the same punishments and possible expulsion from SSAN. Athletes will be sent home at the expense of parents.
- Needs and well-being of the team come first
- No one will be out of their room after the assigned bedtime, or you are subject to being sent home at your parent's expense.
- Swimmers will not use cell phones to contact other swimmers after designated lights out time.
- Swimmers and parents will not bring cell phones into any changing area as per USA Swimming Safe Sport Policy, MAAPP, and SSAN Code of Conduct.
- Team members will display proper respect and sportsmanship towards coaches, officials, fellow competitors and the public

Social Media and Electronic Communication

- Content All electronic communication from Applicable Adults to minor athletes must be professional in nature.

- Open and Transparent Absent emergency circumstances, if an Applicable Adult with authority over minor athletes needs to communicate directly with a minor athlete via electronic communications (including social media), the minor athlete's legal guardian must be copied. If a minor athlete communicates to the Applicable Adult (with authority over the minor athlete) privately first, said Applicable Adult must copy the minor athlete's legal guardian on any electronic communication response to the minor athlete.
- When an Applicable Adult with authority over minor athletes communicates electronically to the entire team, said Applicable Adult must copy another adult.
- Hours Electronic communications must only be sent between the hours of 8:00 a.m. and 8:00 p.m., unless emergency circumstances exist, or during competition travel.
- Prohibited Electronic Communication Applicable Adults with authority over minor athletes are not permitted to maintain private social media connections with unrelated minor athletes and such Applicable Adults are not permitted to accept new personal page requests on social media platforms from minor athletes, unless the Applicable Adult has a fan page, or the contact is deemed as celebrity contact as opposed to regular contact. Existing social media connections with minor athletes must be discontinued. Minor athletes may "friend" the club and/or LSC's official page.
- Applicable Adults with authority over minor athletes must not send private, instant or direct messages to a minor athlete through social media platforms.
- If an athlete member turns 18 years old and becomes an Applicable Adult, that athlete member can still communicate with minor athlete friends and teammates through social media and electronic communication as long as that adult athlete does not have "authority over" (e.g., a power imbalance does not exist) the minor athletes, then this provision of the policy does not apply.

Meetings

- Meetings between a minor athlete and an Applicable Adult (including athletes 18 & over) may only occur if another adult is present and where interactions can be easily observed and at an interruptible distance from another adult, except under emergency circumstances.
- If a one-on-one meeting takes place, the door to the room must remain unlocked and open. If available, it must occur in a room that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.
- Meetings must not be conducted in an Applicable Adult or athlete's hotel room or other overnight lodging location during team travel. All team meetings will be in the lobby.

Team Travel

Team travel is travel to a competition or other team activity that the organization plans and supervises.

- During team travel, when doing room checks two-deep leadership (two Applicable Adults should be present) and observable and interruptible environments must be maintained.
 - When only one Applicable Adult and one minor athlete travel to a competition, the minor athlete's legal guardian must provide written permission in advance and for each competition for the minor athlete to travel alone with said Applicable Adult.

- Team Managers and Chaperones who travel with the club or LSC must be USA Swimming members in good standing.
- Unrelated non-athlete Applicable Adults must not share a hotel room, other sleeping arrangement or overnight lodging location with an athlete.
 - Minor athletes should be paired to share hotel rooms or other sleeping arrangements with other minor athletes of the same gender and of similar age. When a minor athlete and an adult athlete share a hotel room or other sleeping arrangement, the minor athlete's legal guardian must provide written permission in advance and for each instance for the minor to share a hotel room or other sleeping arrangement with said adult athlete.
- Requirement to Use Locker Room, sharing hotel rooms, Changing Area
 - The designated locker room or changing area must be used when an athlete or Applicable Adult changes, in whole or in part, into or out of a swimsuit when wearing just one suit (e.g., deck changing is prohibited).
- Use of Recording Devices
 - Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras and video cameras in locker rooms, changing areas, or similar spaces by a minor athlete or an Applicable Adult is prohibited.
- Undress
 - An unrelated Applicable Adult must not expose his or her breasts, buttocks, groin or genitals to a minor athlete under any circumstance. An unrelated Applicable Adult must not request an unrelated minor athlete to expose the minor athlete's breasts, buttocks, groin or genitals to the unrelated Applicable Adult under any circumstance.
- One-on-One Interactions: Except for athletes on the same team or athletes attending the same competition, at no time are unrelated Applicable Adults permitted to be alone with a minor athlete in a locker room or changing area, except under emergency circumstances. If the organization is using a facility that only has a single locker room or changing area, separate times for use by Applicable Adults must be designated.
- Swim Meet Entries
 - Athlete will swim all events entered unless approved by one of the traveling SSAN coaches or due to a medical emergency. During a Prelim/Final meet, athletes are NOT permitted to scratch their Finals events unless approved by one of the traveling SSAN coaches or due to a medical emergency.

Financial

- Swimmers and Parents are responsible for all incidental charges to their room and/or property.
- Swimmers and Parents are responsible for any damages or thievery in Austin.
- SSAN is not responsible for any of the travel, lodging, or food for swimmers, chaperones, or parents, unless previously pre-paid by team.
- If traveling to a national level competition please be ready to submit airfare, lodging, and transportation receipts for reimbursement by the Gulf.

General

- Be prompt and on time to practice, team meeting, or dinner.

- Swimmers will not get to SKIP any meal, practice, team meeting, or dryland session. This is a training trip and will be treated as such. Excuses and negativity will not be tolerated.
- Parent(s) are responsible for their swimmers at all times, unless traveling with a team chaperone or coach and prior written approval is given such as Nationals or this training trip.
- Team members will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times.
- Swimmers will NOT be allowed to be out in the hotel pool or sunbathing on deck.
- Swimmers must have a USA registered Coach and /or Chaperone with them at all times

Violations of SSAN Team Travel / Code of Conduct

Anyone who violates or acts in a manner that would interfere with the above SSAN code of conduct and travel trip policies and objectives may be subject to disciplinary action.

At the discretion of the Head Coach any one or all of the following penalties will be applied:

1. Dismissal from the team and immediate return home and the expense of the parents.
2. Disqualification from one or more events, or all events of competition.
3. Disqualification from future USA Swimming and international competition
4. Financial penalties.

I have read and acknowledged SSAN Code of Conduct and Travel trip policies. Your signature below means you will comply unconditionally with the Swim Streamline at Northampton Code of Conduct for you and your family and is your responsibility to review with your swimmers. Failure to comply with any part of the Code of Conduct as set forth in this document may result in disciplinary action as per SSAN policies. Such policies may include, but not limited to, being asked to leave practice, disqualification from one or more events, and suspension from the team, financial penalties, and/or dismissal from the team. I will abide by the team rules and will represent SSAN in a respectful and positive manner.