

Team Travel Policy and Code of Conduct for Greater Kalamazoo Crocs

Purpose: During Team Travel, athletes are 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. The purpose of this Team Travel Policy is to establish standards of behavior and manage expectations of the club and its members, thereby providing a sense of structure and familiarity while in an otherwise less familiar setting.

Team Travel is defined as overnight travel to a swim meet or other team activity that is planned and supervised by the club. All coaches, chaperones, and athletes will be held to the policies and standards set forth here.

General Policies

1. Regardless of gender, coaches and chaperones shall not share a hotel room or other sleeping arrangement with an athlete unless the coach or chaperone is the parent, guardian, sibling, or spouse of that particular athlete.
 - a. If the athletes traveling with the team are 12 years old or younger, a chaperone of the same gender shall stay in the room with the athletes with signed parent permission.
2. All coaches, team managers and chaperones must be registered non-athlete members of USA Swimming and have successfully passed a USA Swimming administered criminal background check.
3. When only one athlete and one coach travel to a competition, the athlete must have his/her parents' or legal guardian's written permission in advance to travel alone with the coach.
4. Team Travel Policies, including the Code of Conduct, must be agreed to and signed by all athletes, parents, coaches, team managers, chaperones, and other adults traveling with the club.
5. All athletes must submit a signed medical consent or authorization to treat form.
6. The directions and decisions of the coaches/chaperones are final.
7. Trip eligibility requirements (age, time standard, etc.) to be determined by the coaching staff prior to each trip.

Hotel Policies

8. Rooming assignments will be determined by the coaching staff. Any change in room assignment must be approved by the coaching staff. All athletes will spend the nights in the assigned room.
 - a. Any athletes rooming with other athletes shall be of the same gender.
9. During hotel stays, there should be no male athletes in female athlete's rooms and no female athletes in male athlete's rooms at any time.
10. Curfews will be established for athletes to be in their own rooms and for lights out. All participants will be made aware of these curfews and must abide by them.
11. Room checks will be conducted throughout the trip by the coaches and chaperones. Female coaches/chaperones will inspect rooms of female athletes and male coaches/chaperones will inspect the rooms of male athletes.
12. Athletes may not order room service or any other service that includes a charge (movies, etc) without permission from the coaches and/or chaperones.
13. Athletes will be responsible for all incidental charges to the room in which they stay.

Team Activities

14. All athletes and staff attending the trip are required to attend all team functions including team meetings, meals, competitions, and any other planned activity unless otherwise excused or instructed by the head coach.
15. Swimmers are expected to remain with the team for the entirety of the trip. Swimmers are not to leave the competition venue, the hotel, a restaurant or any other place at which the team is gathered without the permission of the coach or chaperone.

16. When visiting public places (shopping malls, movie theatres, etc.), swimmers will stay in groups of no less than 3 persons. 12 and under swimmers must be accompanied by a chaperone.
17. Swimmers will abide by the team dress code which will be established for each meet.
18. During competition, swimmers are to be supporting their teammates who are in the water. At the competition, use of cell phones without permission from the coach is prohibited.
19. Swimmers will be on time for all events, meaning each athlete will have arrived at the designated meeting place by the specified time.

Code of Conduct

20. All athletes, coaches and chaperones agree to the USA Swimming Code of Conduct established in Article 304 of the USA Swimming rulebook.
21. Team members will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times.
22. Team members and staff members will refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives.
23. The possession or use of alcohol or tobacco products by any athlete of any age is prohibited at team events.
24. The possession, use, sale or distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
25. Athletes may not "deck change" and are expected to use available changing facilities.
26. When attending meets, traveling on trips, and attending other meet-related functions, athletes are representing both themselves and Irish Aquatics. Athlete behavior must positively reflect the high standards of the club.
27. All athletes, coaches and chaperones will refrain from using inappropriate language.
28. All athletes, coaches and chaperones will refrain from any inappropriate physical contact at all times on the team trip.

Failure to comply with the policies set forth above may result in disciplinary action. Such discipline may include, but is not limited to:

- a. Dismissal from the trip and immediate return home at the athlete's expense;
- b. Disqualification from one or more events, or all events of competition;
- c. Disqualification from future team travel activities;
- d. Dismissal from the team

I have read, understand and agree to the policies set forth above.

X

Parent/Guardian of Athlete

X

Athlete