



Travel Policies

For purposes of this policy, a minor athlete is an athlete under the age of 18 and any reference to an athlete's parent shall mean the athlete's parents or legal guardians, as applicable.

SwimMAC Individual Travel Policy

- No minor athlete is permitted to attend a meet that requires an overnight stay or is more than 60 miles away unless accompanied by a parent or a chaperone arranged by the athlete's parent(s) / guardian(s).
- No minor athlete is permitted to drive to or from out-of-town (60 miles or farther) swim meets unless accompanied by a parent or chaperone.
- Athletes who are 19 years of age or older may drive themselves to/from competitions, but may not transport younger athletes, including siblings.
- Athletes who are 19 years of age or older may travel alone to an away meet but must inform their lead coach.
- Athletes who are 19 years of age or older should be encouraged to carpool together to/from competitions.
- No minor athlete may travel alone with an unrelated adult unless the athlete's parents signed a permission form.

SwimMAC Team Travel Policy

All SwimMAC team travel trips will be conducted in compliance with USA Swimming Minor Athlete Abuse Protection Policies and Best Practice Guidelines, including the following:

- Each minor athlete's parents must provide annual withdrawable written consent for the athlete to travel and lodge with SwimMAC.
- Each athlete is reminded that when traveling on trips, competing in meets, and attending other meet-related functions, you are representing both yourself and the SwimMAC program. Your behavior must positively reflect the high standards of the club.
- All coaches, chaperones, and team managers traveling with the team must be non-athlete members of USA Swimming.
- All athletes, coaches, chaperones and team managers must attend all team functions and are expected to know all travel/meeting schedules and strictly adhere to them. Coaches will establish warm-up times and other trip-related timetables as needed. Being prompt and on time is essential.
- All athletes are expected to remain with the team at all times during a trip. Athletes are not to leave the pool, the hotel, restaurant, or any other place at which the team has gathered without the permission of a coach or chaperone.
- Rooms and travel vehicles are to be treated with respect and kept neat. Belongings should be kept together and all trash deposited appropriately.
- Any damage to rooms or vehicles will be the responsibility of the parties involved and may result in being sent home early from the trip at no cost to the club.

- When traveling by van, all passengers must wear seat belts and remain seated at all times. When traveling by other vehicles, all passengers must wear seat belts in accordance with applicable state laws.
- Athletes are not allowed in hotel rooms of athletes of the opposite gender.
- Athletes must stay in the hotel room assigned to them. Athletes may not change rooms or roommates without authorization from the lead coach and head chaperone.
- Minor athletes may only room with an adult if their parents gave written consent and the adult either has a relationship with the athlete that is unrelated to swimming or the adult is fewer than four years older than the athlete and has no authority over them.
- Athletes may be assigned to share a hotel room with another athlete of the same gender and a similar age and competition category.
- All athletes are expected to strictly adhere to the curfew established by the coaching staff. At curfew, all lights, TV's, and other electronic equipment must be turned off. Talking is not permitted. Cell phones should be set on silent or alarm mode only so as not to disturb teammates who are rooming with you. Any complaint of disturbance in the middle of the night by a cell phone will result in the removal of cell phone privileges for the offender.
- Athletes are expected to be quiet and respect the rights of teammates and other hotel guests during evening hours and during rest time between prelims and finals. There is to be no telephone or cell phone use, including texting, Skype, FaceTime, social media applications, etc., after curfew or during afternoon rest time.
- Room checks will be conducted by two adult participants of the same gender as the athletes in the room and will be conducted in observable and interruptible environments.
- All telephone and incidental room charges must be paid prior to curfew on the final night of the trip.
- When group meals are contracted with a hotel or restaurant, all athletes, coaches, chaperones and team managers on the trip are expected to participate in and share the cost of these meals.
- On team travel trips, athletes are expected to travel with and stay with the team. The Head Coach must approve any exceptions to this policy prior to the trip.
- Chaperones, team managers and coaches must agree to fulfill their responsibilities to the athletes entrusted to their care and to the other chaperones and coaches. Athletes may not be chaperones.
- Chaperones and team managers must be non-athlete members of USA Swimming, which includes successfully passing the USA Swimming criminal background check and the Athlete Protection Course. All coaches must be current coach members of USA Swimming.
- SwimMAC will ensure successful completion of required background checks and non-athlete member registration.
- To provide a positive experience and safe environment for athletes, all coaches and non-athlete adult members of USA Swimming should maintain professionalism and avoid any appearance of impropriety in their relationships with athletes by limiting contact to observable and interruptible environments.
- Meetings between minor athletes and adult participants must be observable and interruptible. No meeting may be conducted in either the adult or minor athlete's hotel room or other overnight lodging location.

- Chaperones and team managers shall not possess or use alcohol, tobacco / vape, illegal drugs or controlled substances while this Code of Conduct is in effect.
- Coaches shall not possess or use tobacco / vape, illegal drugs, or controlled substances; and coaches who serve as chaperones shall not possess or use alcohol while this Code of Conduct is in effect.
- Regardless of gender, at no time shall a coach share a hotel room or other sleeping arrangement with an athlete, unless the coach is the parent, guardian, sibling or spouse of the athlete.
- If an athlete is 19 years of age or older and acting as both a coach and athlete at a meet, the athlete must room with a coach; however, if the athlete is acting solely as an athlete at a meet, the athlete should room with other athletes, age 18 or older, and not with any athlete from a group that the athlete coaches.
- Coaches, chaperones, and team managers traveling with athletes are expected to demonstrate excellent judgment and behavior to positively represent our sport and SwimMAC Carolina at all times, using Best Practice Guidelines of USA Swimming as a reference.
- All athletes must abide by the Drug, Alcohol and Tobacco Policy.
- Athletes with medically prescribed drugs must declare them prior to the trip.
- When visiting public places, such as shopping malls, movie theatres, etc., minor athletes will stay in groups of no less than three persons. Athletes age 12 or under shall be accompanied by a chaperone, team manager or coach.
- Violation of these rules will result in disciplinary action, including the possibility of being sent home from the meet at no expense to the club.

Furthermore, this Code of Conduct will be deemed to have been violated if the athlete:

- Fails to conduct himself or herself with due regard to public conventions and morals.
- Engages in any situation or occurrence including the use of illegal drugs or prohibited substances.
- Brings himself or herself into public disrepute, contempt, scandal, or ridicule.

I have read and understand this Code of Conduct and related Swim Meet and Travel Policies and by registering for SwimMAC Carolina programs, I agree to abide by it. Violation of this Code of Conduct and related Swim Meet and Travel Policies will be grounds for appropriate action up to expulsion from SwimMAC programs and facilities.

Travel Trip Coach/Chaperone to Swimmer Ratio Best Practice Guidelines

10 and Under—When team travel trips include 10 and under swimmers, they will travel with their parents and not with the team.

11–18-year old’s— The ratio should be a minimum of 1:14 including coaches. The ratio of 1:14 should be applied to each gender group of swimmers, not just the total group of all swimmers.

Note: Any exceptions to the above stated ratios requires Board of Directors approval.