



Team Travel Policy for STAR Swimming

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.

Section 1 - USA Swimming Required Policies

These items are Code of Conduct stipulations in the USA Swimming Rulebook.

- a. Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (305.5.D)
- b. Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (305.5.B)
- c. 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). (305.5.A)
- d. 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. (305.5C)

Section 2 – MAAPP Guidelines

- a. During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and open and observable environments should be maintained.
- b. Team Managers and Chaperones who travel with the club or LSC must be USA Swimming members in good standing.
- c. 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.
- d. During overnight team travel, if athletes are paired with other athletes they shall be of the same gender and should be a 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.
- e. 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.
- f. Meetings during team travel must be observable and interruptible. Meetings must not be conducted in an individual's hotel room or other overnight sleeping location.



Section 3 – Travel Expectations

- a. A signed acknowledgement for STAR Swimming’s policies and Code of Conduct must be on file with the team registrar. Athletes are expected to abide by these policies at all times while on the trip.
- b. Curfews shall be established by the team or LSC staff each day of the trip.
- c. Team members and staff traveling with the team will attend all team functions including meetings, practices, meals, meet sessions, etc. unless otherwise excused or instructed by the head coach or his/her designee.
- d. The directions & decisions of coaches/chaperones are final.
- e. Swimmers are responsible for any incidental charges accrued at the hotel. Swimmers are also responsible for any damages or thievery at the hotel.
- f. 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 chaperone.
- g. 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.
- h. Team members and staff 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.
- i. The possession or use of alcohol or tobacco products by any athlete is prohibited.
- j. The possession, use, or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- k. No “deck changes” are permitted. Athletes are expected to use available change facilities.
- l. Team members are reminded that when competing in meets, traveling on trips, and attending other meet-related functions, they are representing both themselves and the STAR Swimming. Athlete behavior must positively reflect the high standards of the club.
- m. The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate club or LSC leadership and the parent or legal guardian of any affected minor athlete.

This form MUST be filled out and returned for ANY STAR Swimming team travel event.
I certify that I have read the team travel policy for STAR Swimming.

Swimmer’s Name: _____

Swimmer’s Signature: _____

Parent/Guardian’s Name: _____

Parent/Guardian’s Signature: _____

Date: _____ Name of Team Event: _____