



CAYMAN ISLANDS AMATEUR SWIMMING ASSOCIATION

REPRESENTATIVE TEAM PROTOCOLS

Each Representative Team Member should ask:

What will I bring to the Team?

How will I develop by being part of the Team?

Swimmers

- The “new” or “rookie” team members should be embraced within the team environment and where appropriate assigned a senior experienced swimmer as a mentor.
- Eat/drink appropriately. Whilst not all meals will be liked by everyone there will be plenty of choices. Do not be tempted to over-eat.
- At pre competition days rehearse by spending time stretching or just sitting in the “call” room.
- Have a Race Day Plan. This should include a food and hydration strategy for competition day.
- Adhere to set curfews
- Attend team meetings as required.

Kit

- Club or foreign kit on Representative Camps or Competitions should not be worn.
- There will be a daily kit Rota designated by the Team Manager that all staff and athletes must adhere to.
- Always have a spare set of goggles with you before the start of your race in case one set breaks.

Accommodation

- Parents, friends and relatives are asked not to stay at Team locations (hotel, accommodation etc.).
- Parents, friends and relatives are asked not to visit the Team hotel unless agreed and arranged through Team Manager.
- Males and females should be located on separate floors where possible.
- Staff located nearest the lifts/stairs where possible.
- Team Manager to have single rooms where possible.
- Staff should never share bedroom accommodation with swimmers.
- Always request non-smoking rooms.
- Room list and hotel timetable to be distributed to staff by the Team Manager.
- Avoid traffic noise/sunny side of hotel.
- There should be a Team Manager at the team accommodation whenever athletes are at the accommodation.

Flights and Baggage

- Team managers will generally organize all flights (and visas if necessary)
- Lockable luggage recommended.
- Individuals must pay for any excess baggage (excess baggage will only be available to Team Manager and only if arranged in advance).
- Don't take what you can't carry.
- Always take spare swimming equipment in hand luggage in case of baggage delays.

Meetings

- A Coaching meeting will be held at the conclusion of the heats each morning for all coaches.
- A full Team Meeting will take place at the accommodation each day. Coaches will be allocated a day for presentations of the previous day's results and the coach will select athletes to present athletes who will be competing that night or next session for "Team" support.
- The Team Manager, Head Coach and Technical Director will meet every day to discuss any pertinent issues from the previous day.

Illness/Injury

- Managers/coaches should not dispense any drugs or medication to team members.
- Sick athletes or staff members should wherever possible be isolated.
- Consideration will be made to sending home swimmers who are ill/injured and unable to complete the tour. Swimmers under 18 years of age should be accompanied by an adult and permission agreed from parents/guardian.

Media

- The Technical Director to talk about whole team and every aspect.
- Coaches generally to talk only about their own swimmers and swimmers in their own group.
- Swimmers to talk only about their own performance.

General

- There is a NO alcohol, NO smoking policy for ALL team members, including staff.
- All swimmers and all staff should be available for the complete duration of the tour.
- Staff may be asked to assist as required in any area - this may include tasks outside their specific role.
- All event scratches to be notified to the Team manager and signed off by the Technical Director (or head coach if the Technical Director is not present). Only the Team Manager should scratch events or swimmers.