



USA-S Team Travel Policy for the Blair Regional YMCA Swim Team

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 Blair Regional YMCA and/or Allegheny Mountain Swimming (AMS)

With nearly all Blair Regional YMCA travel meets we will require a parent, or another parent adult chaperone as assigned by the athlete's parents to travel with the athlete. In some rare cases, and when our athletes are selected to be a part of an AMS/USA team meet or Elite type clinic the following policies will apply:

Section 1 - USA Swimming Required Policies

Blair Regional YMCA and AMS travel policies must include these policies. These items are Code of Conduct stipulations in the USA Swimming Rulebook, to which the Y-USA adheres to.

- a. Club travel policies must be signed and agreed to by all athletes, parents, coaches, and other adults traveling with the club.
- b. Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check.
- 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).
- d. The Blair Regional YMCA will NOT permit a single coach with a single athlete to be alone together unless the coach is the parent, guardian, sibling, or spouse of that particular athlete.

Section 2 - Recommended Policies

- 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. 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.
- c. During overnight team travel, if athletes are paired with other athletes they shall be of the same gender and should be a similar age. Where athletes are age 13 & over, chaperones and/or team managers would ideally stay in nearby rooms. When athletes are age 12 & under, chaperones and/or team managers may stay with athletes. Where chaperones/team managers are staying in a room with athletes, they should be the same gender as the athlete and written consent should be given by athlete's parents (or legal guardian).
- d. When only one athlete and one coach travel to a competition, at the competition the coach and athlete should attempt to establish a "buddy" club to associate with during the competition and when away from the venue.
- 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 (unless the other athlete is a sibling or spouse of that particular athlete).
- f. A copy of the Blair Regional YMCA Code of Conduct must be signed by the athlete and his/her parent or legal guardian.
- g. Blair Regional YMCA or AMS officials should obtain a signed Liability Release and/or Indemnification Form for each athlete.
- h. Blair Regional YMCA or AMS officials should carry a signed Medical Consent or Authorization to Treat Form for each athlete.
- i. Curfews shall be established by Blair Regional YMCA or AMS staff each day of the trip.
- j. 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.
- k. The directions & decisions of coaches/chaperones are final.
- l. 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.
- m. 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.
- n. The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate Blair Regional YMCA or AMS leadership and the parent or legal guardian of any affected minor athlete.

Section 3 - Other Policies to Consider

The following, organized by topic, is a bullet-point list of additional travel policies to consider. Blair Regional YMCA or AMS will utilize some of these policies when applicable.

Safety

- a. Supervised team room provided for relaxation and recreation
- b. Respect the privacy of each other;
- c. Only use hotel rooms with interior entrances
- d. Must wear seat belts and remain seated in vehicles

Behavior

- a. Be quiet and respect the rights of teammates and others in hotel
- b. Be prompt and on time
- c. Cell phone usage is not permitted in restrooms or locker rooms at any time. Additionally, cell phones are not permitted on deck behind the starting blocks
- d. Respect travel vehicles
- e. Use appropriate behavior in public facilities
- f. Establish two different curfews – in own rooms and lights out
- g. Must stay in assigned hotel room
- h. Needs and wellbeing of the team come first.

Financial

- a. No room service without permission
- b. Swimmers responsible for all incidental charges
- c. Swimmers responsible for any damages or thievery at hotel
- d. Must participate in contracted group meals
- e. Communicate travel reimbursement information and policies

General

- a. Blair Regional YMCA will establish fair trip eligibility requirements
- b. Blair Regional YMCA will establish age guidelines for specific travel trips
- c. Parent(s) responsible for getting swimmer(s) to stated departure point
- d. Requirements for families to attend "Team Travel Meets."