**Mount Pearl Marlins Swim Club**

**Team Travel Policy and Waiver**

To ensure the safety and proper conduct of the swimmers participating, all swimmers and parents must read and sign this document in order to participate in Team Travel.

When participating in meets that require Team Travel, swimmers must understand that they are representing not just themselves, but the Mount Pearl Marlins Swim Club and their teammates and must therefore positively reflect the standards of the club as set out below and in the Athlete Code of Conduct.

**Swimmers travelling independently of the team are expected to represent the Marlins in a respectful manner as outlined in the code of conduct, however parents are expected to supervise them and not to rely on team chaperones.**

Where a swimmer participates in team travel outside the province, 75% of the travel costs for that swimmer must be paid to the club no later than 15 days before the first day of travel, based on the head coach’s estimate of travel costs per swimmer. A reconciliation will be provided within 30 days of the end of the meet and swimmer accounts will be billed for the excess costs, if required, at that time.

**Team Travel**

Team Travel is defined as group travel to a competition where travel and accommodations are provided by the club at an agreed upon cost between the club and swim families. Participating swimmers must travel and eat their meals with the club and stay with the team at the hotel for the duration of the competition. The swimmers will be supervised by the coaching staff and designated chaperones.

Swimmers must stay with the team, the coaches and chaperones at all times.

A swimmer must be 12 years of age to participate in team travel. In special circumstances, and with the permission of the Head Coach, a swimmer age 11 may also be permitted to travel with the team.

**Accommodations**

There are usually 3-4 female or 3-4 male swimmers per room. Roommates are chosen by the head coach and are not made public in advance of arrival at the airport. Room assignments cannot be changed by the chaperones and special requests may not be honored. Any concerns regarding the sleeping arrangements should be discussed with the head coach in advance.

Regardless of gender, a coach or chaperone shall not share a hotel room or other sleeping arrangement with an athlete.

**Swimmers Meeting with Friends and Family during the Meet**

Chaperones have a tremendous responsibility in keeping track of all swimmers at all times during the meet, so swimmers regularly leaving the group to be with family or friends is very difficult to track. Swimmers who are travelling with the group should stay with the group at all times and outings should be kept at a minimum. All outings must have special permission and be arranged IN ADVANCE with the head chaperone.

**Meals/Food**

Most meals are planned in advance, consisting of simple choices that are liked by most kids (pasta, wraps, pizza etc.). Fresh fruit, vegetables, and healthy snacks are also provided throughout the day and during the swim sessions. Swimmers are expected to eat meals from the choices offered. There are no provisions for swimmers to shop for their own groceries or make specific food requests because of personal likes/dislikes. Although every attempt will be made to ensure there is choice available, picky eaters may want to pack some airplane safe foods. NO JUNK FOOD IS PERMITTED!

**Medications**

For medical emergency purposes, all medications that a swimmer is taking at the time of the meet must be listed on the Swimmer Information Form and submitted to the Head Chaperone. If there are any changes or additions at the time of travel, it is the responsibility of the parent/guardian/swimmer to advise the Head Chaperone in order to have the forms updated appropriately.

If the swimmer is deemed responsible by the parent/guardian to store and administer their own medication, then the medication must be kept in a safe place and hidden from plain sight to ensure the safety of other swimmers.

If the chaperone is to be responsible for the medication, the medication must be placed in a zip lock bag with the swimmers name and instructions clearly marked.

**Illness during Trip**

It is not uncommon for swimmers to become ill while travelling. Each case must be evaluated separately to determine the best course of action. Parents/guardians will be notified of sickness or injury or when the child has missed a swim session because of that sickness or injury. Parents/guardians will be notified as soon as practical in the event that medical attention is required for a swimmer. (Chaperones will see to the urgent needs of the swimmer before attempting to contact the family.) It is the responsibility of the parent/guardian to ensure the medical information on the swimmer information form is complete and up-to-date.

**Travel Item List**

This list is meant to provide general guidelines in preparing for the meet and related travel. Any specific requirements in addition to the items below will be communicated to the swimmers prior to the meet.

Swimsuits

Googles (at least two pairs)

Marlins Swim Cap (at least two)

Marlins Clothing (t-shirts, sweat pants, shorts etc. to be worn during the meet)

Reusable Water Bottle

Towels (at least two)

MCP Card

Photo ID

Money for restaurants meals or outings as specified

**Swimmer Behaviour and Expectations**

Chaperones are present to ensure the safety and well-being of all the swimmers and have full agendas in preparing meals and snacks, arranging transportation, planned outings. As such, swimmers with the team are expected to show a level of maturity and independence and should be capable of the following without constant direction or intervention from the chaperones:

* Caring for all of their belongings at all times
* Caring for all of their swim items and ensuring all items are packed and ready for each swim sessions (this includes ensuring towels and suits are hung to dry)
* Getting out of bed when wake-up calls are made
* Going to bed and not disturbing other swimmers when “lights out” is called
* Being on time and ready for meals, transportation and meetings
* Being respectful and quiet during rest periods between sessions
* Listening and abiding to chaperone’s rules and directions
* Being able to occupy themselves during break periods and settle themselves at bedtime
* Keeping rooms and belongings tidy
* Caring for money and spending money wisely so that they do not run out
* Showing proper respect and sportsmanship towards coaches, chaperones, hotel staff, other swimmers, and the public at all times
* Refrain from all uses of inappropriate language and actions

**Drugs and Alcohol**

The consumption or possession of alcohol, tobacco, marijuana or any other illegal drug/substance of any other kind will not be tolerated. In addition, any team member found to be in the presence of others partaking in any of the above activities could be subject to the same punishments and possible expulsion from the Mount Pearl Marlins Swim Club.

**Discipline**

Failure to comply with the Mount Pearl Marlins Team Travel Policy as set forth in this document may result in disciplinary action.

Warnings will be given to the athletes in the following fashion:

1. Verbal warning describing the infraction by the chaperone or coach.

2. Verbal warning by a coach and instructing the swimmers what the possible disciplinary actions might be. The swimmers will also be shown the Team Travel Policy that they and their parents have signed before leaving for the meet.

3. Coach will contact the parents or legal guardians (anytime of the day or night) to inform them of the situation.

 Discipline may include, but may not be limited to:

1. New room assignments.

2. Scratch one or more events from the competition.

3. Disqualification from future team travel meets.

4. Financial penalties.

5. Suspension or dismissal from the team. (Serious infraction)

6. Dismissal from the team trip and immediate return home at the athlete’s expense. Parents may be asked to pick up their child from the competition. (Serious infraction)

7. An incident report will be filled out and given to the Aquatic Director.

The directions and the decisions of the coaches regarding rules and disciplinary actions while on the trip are final.

**Name and Dates of Competition:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I agree to abide by all terms of the Mount Pearl Marlins Travel Policy.**

**Name of Swimmer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**My swimmer and I have read, and we understand and agree to abide by, all terms the Mount Pearl Marlins Travel Policy.**

**Signature of Parent/Guardian:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**