

## Commerce Aquatics Team Travel Policy



**Purpose:** Athletes are most vulnerable to misconduct during travel, particularly overnight stays. This includes a higher 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.

**Policy:** Team Travel is defined as overnight travel to a swim meet, water polo tournament or other team activity that is planned and supervised by the club.

When participating in Team Travel, all coaches and athletes must abide by the following:

- a. Team members must be in good standing.
- b. New Team Members have to be on the team for six months before they are eligible for travel competitions.
- c. Team members meet the Aquatic Team Academic Policy.
- d. Team members must abide by the Team Code of Conduct Policy.
- e. Team members must meet team travel eligibility standards. These standards may vary depending on the level of travel competition and will be established before the trip with the approval of the Aquatic Program Manager.
- f. Coaches must obtain a signed Liability Release and Indemnification Form for each athlete and must carry a signed Medical Consent and Authorization to Treat Form for each athlete.
- g. Team managers and chaperones must be members of USA Swimming/USA Water Polo and have successfully passed a criminal background check as required by USA Swimming or USA Water Polo.
- h. Each Team member participating in team travel must leave and return with the team. Deviation from the planned excursion must be approved in advance and will be at the expense of the participant.
- i. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete.
- j. During Team Travel, when doing room checks, attending meetings, and/or other activities, two-deep leadership and open and observable environments need to be maintained.
- k. When only one athlete and one coach travel to a competition, the athlete must have his/her parents' written permission in advance to travel alone with the coach.
- l. When only one athlete and one coach travel to a competition, at the competition the coach and athlete should establish a "buddy" club to associate with during the competition and when away from the venue.
- m. Athletes shall not ride in a coach's personal vehicle unless the coach is the parent, guardian or sibling of that particular athlete.
- n. During overnight team travel, athletes paired with other athletes shall be of the same gender and should be of similar ages.

- o. To ensure the propriety of the athletes and to protect the staff, there will be no male athletes in female athletes' rooms and no female athletes in male athletes' rooms.
- p. Excessive or inappropriate public displays of affection between athletes are not acceptable.
- q. Curfews shall be established by the coaches each day of the trip including an in room and lights out curfew.
- r. Cell phones and/or other electronic devices are not to be used by athletes after the curfew time set by the coaches. The Head Coach or his/her designee may collect all cell phone and/or electronic devices overnight. Inappropriate use of electronic devices will not be tolerated.
- s. Team members and staff on travel trips will attend all team functions including meetings, practices, meals, competition, etc. unless otherwise excused or instructed by the head coach or his/her designee.
- t. When visiting public places such as shopping malls, movie theatres, etc. athletes will stay in groups of no less than three persons. 12 & under athletes will be accompanied by a chaperone.
- u. Athletes are to remain with the team at all times during the trip. Athletes are not to leave the competition venue, the hotel, a restaurant, or any other place at which the team has gathered without the permission and knowledge of the coach.
- v. Athletes are not allowed to switch their assigned hotel room without permission of the Head Coach.
- w. While in the hotel, athletes are to be quiet and respectful of others. Any damages or room charges will be the responsibility of the athletes assigned to that room and those athletes' parents. Athletes are to maintain their rooms in a neat and orderly fashion.
- x. Athletes are not to incur room charges without permission of the Head Coach. This includes, but is not limited to, phone calls, movies, room service, mini bars, etc.
- y. The directions and decisions of the Head Coach are final.
- z. The Head Coach or his/her designee shall make a report of any travel policy or code of conduct violation to the parents of the affected athletes and the Aquatic Program Manager.

Violations of the Team Travel Policy may result in disciplinary action, including, but not limited to being sent home from the travel trip at parent's expense and/or restrictions on future travel.