



MEMBER TRAVEL POLICY

Travel meets and competitions requiring overnight stays serve our club as both incentive and opportunity to experience the challenge and fun of a different competitive environment. For some, it is a proving ground against regional or national talent, and provides a unique opportunity for team building in a different city with their teammates.

As a club, we budget to include some of our coach travel expenses, but also realize every athlete does not travel to every event. As such, the Lyons Aquatics board assigns a travel fee on a per (traveling) athlete basis to support the coach travel expenses (mileage, hotel, meals, airfare, etc.) and distribute the fees to those benefitting from the travel opportunity.

With various travel events requiring different levels of coaching assistance, we have structured our **TRAVEL FEES** based on coach role for the meet (managing vs chaperoning), parent attendance and length/distance of the travel event. Our per athlete **TRAVEL FEES** are as follows:

- \$20.00 – For travel events in which parents are in attendance (and provide all accommodations, transportation, and meal costs for the athletes) and coaches travel only to manage and coach the athletes during the event. An example of an event like this would be ... Circle City Classic in Indy.
- \$50.00 – For weekend (2 nights) travel events in which the coaches may act in any of the following ways: as chaperones, manage transportation, and/or organize outings or meals for the athletes. An example of an event like this would be ... Iowa Swim Pink, Water Polo tournaments in neighboring states.
- \$100.00 – For longer (2+ nights) and events less than four hours drive in which the coaches may act in any of the following ways: as chaperones, manage transportation, and/or organize outings or meals for the athletes. An example of an event like this would be ... Water Polo tournaments in MI, IN or training swim meets to Quincy, IL.
- \$200.00 – For longer (2+ nights) Elite or events more than a four-hour drive involving qualifying athletes in which the coaches may act in any of the following ways: as chaperones, manage transportation, and/or organize outings or meals for the athletes. An example of an event like this would be ... Water Polo tournaments to TX, NCSA, Jr. Nationals, Olympic Trials.

Additionally, the traveling athlete families are required to reimburse the club for all **TRAVEL COSTS** directly related to transporting, lodging, feeding, and entertaining (other activities) the participating athletes. Our per athlete **TRAVEL COSTS** may include:

- Meal costs – the total cost of meals will be divided evenly between the athletes and the coaches. The athlete portion will be billed to the athlete families. The coaches' portion of meals are partially covered by the Travel Fees.
- Lodging costs – the total hotel costs for athlete rooms will be divided evenly between the participating athletes. The coaches' hotel fees are partially covered by the Travel Fees.
- Transportation costs – the total airfare, auto fuel, car rental costs, tolls, parking, uber, etc. charges will be divided equally between the participating athletes. The coaches' transportation costs are partially covered by the Travel fee.
- Other outings – sometimes the coaches will organize team building experiences such as tours, bowling, movies, etc. to occupy the athletes during down-time. The cost of these outings will be divided equally between the participating athletes.
- Tournament and meet fees – all meet fees will be billed to the families based on events the athlete participates in and all tournament fees will be distributed evenly to the participants.
- Uniforms or T-shirts – in the event the coach decides to purchase t-shirts or specific uniforms for an event, the cost of those items will be divided equally between the participants.

Families can expect an e-mail detailing estimated **TRAVEL FEES** and **TRAVEL COSTS** one month in advance of the event or included on the event declarations page when feasible. Charges will be invoiced to each families' Lyons Aquatics account.

Occasionally, Lyons Aquatics will ask one parent attending the event to act as a chaperone for the event. This parent will assist the coaches with organizing meals and activities and help with monitoring the athletes during down time. In appreciation for their help, Lyons Aquatics will cover the cost of the chaperone's meals and activities. Any out-of-pocket expenses the chaperone spends on team outings for the benefit of the athletes will be reimbursed by the club. The chaperone will be responsible for his/her own travel and transportation costs.

Whenever possible, the coaches will use the Lyons Aquatics credit card to pay for all expenses related to the athletes, coaches, and chaperones. Any costs not covered by the Club credit card will be reimbursed to whoever paid. The Club credit card should not be used to pay for any expense related to non-chaperoning parents, siblings or guests. Under no circumstances can the Club credit card be used to pay for alcohol, tobacco products, vaping supplies, or any illegal substance.