

General Team Rules

We are guests of Carl Sandburg High School. If we, as an organization, do not conduct ourselves in a safe and respectable manner, we could lose our pool privileges. To assure the enjoyment and safety of all POSA members, cooperate with the following guidelines.

- POSA Coaches are responsible for the swimmers ONLY during the swimmer's practice time. Swimmers should arrive not more than 15 minutes before practice or stay more than 15 minutes after practice.
- If your swimmer arrives or stays after the 15 minutes, the Coaches cannot watch after them. The swimmer is expected to sit in the pool stands to wait for their practice to start or for their parent to take them home. They are not to be disruptive to the practice that is going on and to the coaches. They will not be allowed on deck until their scheduled practice time. Also, they are not to be running through the halls at Sandburg or playing outside the building.
- Swimmers may only attend assigned practice times, unless previously cleared with a head coach.
- No running, skating or horseplay will be allowed at any time.
- During meets, swimmers are required to remain in the assigned bullpen or staging area.
- Older team members are expected to provide good examples of leadership for younger members.
- Respect for individuals as well as their property is a requirement of all POSA members.
- Respect for Carl Sandburg High School is also a requirement. Vandalism to any Sandburg or POSA property will not be tolerated.
- Good behavior and attitude will be expected at all times.
- Swimmers are not permitted to leave the building unless accompanied by a parent or responsible adult. The coaches and board are too busy to police this policy; therefore, it is the parents' responsibility to assure their children's safety.
- Parents are not allowed on deck during practice hours. If you need to talk with a coach, please talk with them before or after practice hours. Coaches usually arrive 15 minutes and stay 15 minutes after practice.
- Parents should not be "coaching" their swimmers from the stands. The swimmers should have their attention to what the coaches are teaching them. This usually distracts both the swimmer and the coach. If you have any concerns with what your swimmer is doing during practice, please talk to the coach before or after practice.
- Please do not have your swimmer solicit any school fundraisers, girl scout cookies, etc. to the coaches. Although, they would love to support all of our athletes, they cannot possibly help everyone.

Financial Responsibilities

All members are expected to keep their account current and in good standing.

- Registration fees are non-refundable after the first two weeks of the season. If the swimmer withdraws from the program, the registration fees are considered a donation to our not-for-profit organization.

- Membership payments and meet fees are due on the 1st of the month. You can pay by cash, check or credit card. You can upload a credit card under “Your Account” section on the website.
- A late fee of \$25 will occur after the 7th day of the month. If your credit card was declined on the 1st, it will need to be updated by the 7th to avoid the late fee.
- If your account is not current, you will not be allowed to sign up your swimmer for any additional ISI meets.
- If your account is one month past due, your swimmer will not be allowed to attend practice and/or any meets until the account is paid in full.
- Please contact the Treasurer if you have any concerns paying your account.

Locker Room and Cell Phone Policy

The following guidelines are designed to maintain personal privacy as well as to reduce the risk of misconduct or poor perceptions of POSA, its swimmers, coaches and volunteers in locker rooms and changing areas.

- Only swimmers are allowed in the locker rooms for changing. Parents should not enter the locker rooms. All of our Coaches, Officials and Board Members go through a background check and athlete protection training for the safety of your swimmer, If it is necessary to inquire about your child, then the parent should let the coach or board member know and they will enter the locker room to inquire about your child.
- If a swimmer needs assistance with changing, or a swimmer’s disability warrants assistance, then we ask that parents use the hallway bathrooms to assist their child.
- Changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited. Do not change your swimmer in the hallway, pool deck or in the stands. They must use the locker room or restroom.
- Use of audio or visual recording devices, including a cell phone camera, is not allowed in changing areas, rest rooms or locker rooms.
- POSA prohibits the use of mobile devices with recording capability in locker rooms. This absolutely applies to cell phones even if the person is not using the photo, video or other recording device. Please understand that the actual use of a photo, video or other recording device can violate state law and school policies and lead to serious consequences. Keep your cell phone in your bag at all times in the locker room.

POSA Disciplinary Rule: 3 Strike Rule

1. Warning to the child about the questionable behavior
2. Warning to the child and the parent/guardian about the specific behavior and consequence
3. Suspension or expulsion from the team

If a child is disruptive during their workout, they may be asked to leave for the remainder of their workout.

Please supervise your children before and after practice. We are responsible for them during practice times. Please also keep siblings in the designated viewing area.

Bullying Policy

Bullying of any kind is unacceptable at POSA and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. The Club is committed to providing a safe, caring and friendly environment for all of our members. If bullying does occur, all athletes and parents should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, board member or athlete/mentor.

If bullying is occurring at our club or it is reported to be occurring at our club, we address the bullying by:

- finding out what happened
- talking to all that are involved
- determine if the behavior was bullying - There are many behaviors that look like bullying but require different approaches. It is important to determine whether the situation is bullying or something else.

Disciplinary Actions Against Bullying Behavior

- 1st Incident - Talking with both the athlete and parents that are involved. Documenting the incident.
- 2nd Incident – Suspension from the team, including practice and all meets, up to 2 weeks.
- 3rd Incident – Suspension from the team the rest of the season. (There is no refund of any registration or meet fees)

**The documented incidents will remain throughout the athlete's membership at POSA, it will not be removed at the end of a season.*

I have read and agree to POSA's team rules, financial responsibility, locker room policy, cell phone policy, and bullying policy outlined above and understand that the agreement to follow the rules and policies is required to participate on the team.

Swimmer Name: _____

Date: _____

Swimmer Signature: _____

Parent Signature: _____