

Utah Zone Team Travel Policy

By signing this travel policy, participants agree to the following rules and policies:

1. When only one athlete and one coach travel to competition, the athlete must have written permission from his or her parent/legal guardian in advance to travel alone with the coach. The coach must bring the signed form on the travel trip. (USA 305.5.3)
2. Athletes, parents, coaches, and other adults traveling with the club must sign the club's travel policies (required per USA 305.5.4)
3. In the event of any violations of travel code, Code of Conduct (USA Article 304), or USA Swimming Athlete Protection Policies (USA Article 305), the chaperone or head coach shall make a written report of all violations to the appropriate club (LSC) leadership and the parent or legal guardian of any affected minor athlete.
4. The possession, use or sale/distribution of any illegal substances of any form of weapon is forbidden. The sale or distribution of controlled substances to others is forbidden.

Chaperones

5. A chaperone is an adult (21 years of age or older) who is not also a coach.
6. Chaperones must be members of USA Swimming and have successfully passed a USA Swimming administered criminal background check. (USA 305.5.2)
7. The use of alcoholic beverages by chaperones is prohibited.
8. Chaperones are required to report any violations of the rules. Chaperones cannot use discretion in deciding when to report violations.

Two-Deep Leadership

Two-deep leadership is an athlete safety procedure specifying that every activity involving youth must have at least two adults (coaches and/or chaperones) present.

9. When doing room checks, attending team meetings and or other activities, coaches and chaperones will make every effort to maintain two-deep leadership.
10. When only one athlete and one coach travel to competition, the coach and athlete should attempt to establish a "buddy" on another team to facilitate two-deep leadership.

Code of Conduct/Honor Code

11. Swimmers and chaperones will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times.
12. The possession or use of alcohol or tobacco products by any athlete is prohibited.
13. Swimmers are to refrain from inappropriate physical contact at team activities and events.
14. Swimmers are to refrain from the use of inappropriate language.
15. Swimmers' bags and belongings are subject to inspection by chaperones at any time.

Conduct Within Hotels

16. 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). Required by USA 305.5.1

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17. During overnight travel, if athletes are paired with other athletes they shall be of the same gender and should be similar in age.
18. For overnight travel, chaperones shall stay in nearby hotel rooms.
19. Curfews shall be established for each day of the trip. There should be one curfew for athletes to be in their assigned rooms and another for lights-out and quiet. Any swimmer who is out of his or her room after the room curfew without permission from the chaperone must be reported as in violation of travel policies.
20. Swimmers who entertain guests of opposite gender in a hotel room must have explicit permission from a chaperone. When any group (including athletes not staying in that room) gathers in a room, the door shall remain open and the chaperone's permission is required.
21. Swimmers should not go into the halls of lobby unless they are dressed appropriately.
22. Swimmers shall not incur any incidental room charges (room service, movies, internet access) without first obtaining the permission of the assigned chaperone.
23. Any damages, excessive mess, or loss incurred at a hotel will be the expense of the swimmers assigned to that room and further disciplinary action will be taken. No loud or boisterous behavior will be tolerated in the hallways or public areas.

Transportation and Public Places

24. 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 and chaperone.
25. When visiting public places such as shopping malls or movie theaters, swimmers must remain in groups, of size specified by the chaperone. Athletes 12 and under must be accompanied by a chaperone.
26. Athletes should not ride in a coach's vehicle without another adult present that is the same gender as the athlete, unless prior parental permission is obtained.

Disciplinary action

Failure to comply with the policies as set forth in this document must result in disciplinary action. Such discipline may include, but not limited to:

- Dismissal from the trip and immediate return home at the athlete's expense
- Disqualification from one or more events
- Disqualification from future team travel meets
- Financial penalties
- Dismissal from the team
- Proceedings for a LSC or USA Swimming Board of Review

Athlete Signature _____ Date _____

Parent/Legal Guardian Signature _____ Date _____