**Helena Lions Swim Team**

**#102-A**

**TEAM TRAVEL FORM**

***As part of the USA Swimming enhanced athlete protection efforts, USA Swimming rules now require clubs and Local Swimming Committees (LSCs) to have published policies for team travel.***

1. I understand the terms of this agreement are in effect for all HLST team travel.
2. Parents or guardians have full responsibility for providing or arranging for travel and lodging of their swimmers to all events except in **rare instances, when swimmers travel without parents as a team**. These circumstances will be designated as a “team travel event” where chaperones will be appointed.
3. Meet/Team travel eligibility is determined by:
   1. Qualifying for meet time standards;
   2. Compliance with HLST Athlete and Parent Code of Conduct;
   3. Final approval for attendance is at the discretion of the coach.
4. The following documentation must be signed and agreed upon by all athletes, parents, coaches, and other adults traveling with the club when attending any “team travel event”:
   1. HLST Travel Policy (Policy 102)
   2. HLST Team Travel Form (Form 102-A)
   3. HLST Liability Release, Indemnification, and Permission for Minor Travel (Form 102-C)
   4. HLST Code of Conduct
   5. HLST Medical Treatment Authorization (Form 102-D); and,
   6. HLST Motor Vehicle Permission Form (Policy Form 102-B)
   7. HLST Permission for an Unrelated Adult Athlete to Share the Same Lodging with a Minor Athlete (Form 102-E) (if applicable)
   8. HLST Permission for an Unrelated Applicable Adult to Travel to Competition with a Minor Athlete (Form 102-F) (if applicable).
5. Team managers and chaperones must be a member of USA Swimming and have successfully passed a USA Swimming administered criminal background check*. (USA Swimming Code of Conduct 305.5 B)*
6. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with an athlete (unless the coach is a parent, guardian, sibling, or spouse of that particular athlete). *(USA Swimming Code of Conduct 305.5 A)*
7. When only one coach and one athlete travel to a competition, the athlete must have his/her parents’ or legal guardians written permission in advance to travel alone with the coach. *(USA Swimming Code of Conduct 305.5 C)*
8. Aside from a supervised team room provided for relaxation and recreation, the propriety of athletes and staff shall be supported by maintaining no mixing of different gender athletes visiting behind closed doors. Therefore, there will be no male athletes in female athlete’s rooms and no female athletes in male athlete’s rooms (unless the other athlete is a sibling or spouse of that particular athlete).
9. Curfews shall be established by the coach/chaperone each day of the trip.
10. 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 or chaperone.
11. When visiting public places such as shopping malls, movie theaters, etc. swimmers will stay in groups of no less than three persons. 12 and under athletes will be accompanied by a coach/chaperone.
12. The coach/chaperone shall make a written report of Team Travel Policy or Code of Conduct violations to the Head Coach and parent or legal guardian of any affected minor athlete. Furthermore, at the discretion of the coach, violation of Travel Policy (102) or Code of Conduct may render expulsion from the event and immediate departure at the parents’ expense.
13. Further safety considerations:
    1. Athlete must wear seat belts and remain seated in vehicles.
14. Further behavior considerations:
    1. Respect the privacy of others;
    2. Be quiet and respect the rights of teammates and others in hotel;
    3. Be prompt and on time; and;
    4. Respect travel vehicles.
15. Further financial considerations:
    1. No room service without permission;
    2. Swimmers are responsible for all hotel charges which include, but not limited to room rate and incidental charges;
    3. Swimmers are responsible for any damage or thievery at hotel
    4. Swimmers are responsible for daily expenses which include, but not limited to gas and food.
16. Each coach may establish rules of conduct beyond those rules stated herein and those stated in any other manner. Swimmers are to abide by the rules established by their coach as rules established by HLST. I agree to follow the coach’s riles and instructions and to abide by any consequences as issued by the coach.
17. All team members, team staff, and parents of minors are apprised in writing of the Travel Policy. A signature in this document constitutes unconditional agreement to comply with the stipulations.

**I agree to abide by all terms of the HLST Travel Policy.**

*I the undersigned have read and understand the agreement and agree to abide by the Travel Policy.*

Signature of Swimmer or Adult traveling with the team Date

*The swimmer and have read and understand the agreement and agree to abide by the Travel Policy.*

Signature of Parent or Guardian Date

Policy History:

Adopted on: 11/18/2016

Revised on: 01/08/2019, 06/10/2019