

Corvallis Aquatic Team

Team Travel Policy

In accordance with USA Swimming rules (305.5.4), the Corvallis Aquatic Team (CAT) has established a Team Travel Policy to protect athletes, coaches, adult chaperones, and the organization while participating in team travel. Team travel is defined as overnight travel to a swim meet or other team activity that is planned and supervised by CAT.

1. **CAT Code of Conduct (CCOC):**

All athletes, chaperones, and coaches are expected to follow the CCOC while on team travel trips; including compliance with all USA Swimming rules and regulations and local, state, and federal laws. Any violations of the CCOC shall be handled according to the guidelines within the policy.

2. **Chaperone USA Swimming membership:**

Non-coach adults serving as chaperones for travel trips must be current members of USA Swimming, which includes registration, a criminal background check, and completion of the Athlete Protection Training video on athlete protection. CAT will cover all costs associated with membership and will provide instructions to chaperones on the steps to obtain membership.

3. **In accordance with USA Swimming Rules:**

- a. 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). (305.5.1)
- b. Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-required criminal background check. (305.5.2)
- c. When only one athlete and one coach travel to a competition, athlete must have his/her parents' (or legal guardian's) written permission in advance to travel alone with the coach. (305.5.3)

4. **Travel and Lodging:**

- a. During overnight team travel, if athletes are paired in rooms with other athletes they shall be of the same gender and should be a similar age.
- b. Athletes aged 8 and younger shall not stay in rooms without an adult chaperone, unless prior written parental approval is given.
- c. Where chaperones are staying in a room with athletes, they should be the same gender as the athlete.
- d. The door must be completely open at any time athletes, coaches, or chaperones of the opposite gender gather in the same room.
- e. When doing room checks, attending team meetings and/or other activities, two-deep leadership (two adults) and open and observable environments should be maintained, whenever possible.

5. **Other:**

- a. Chaperones and coaches will carry parent contact and medical information for all athletes on the trip with them at all times.
- b. Athletes are expected to remain with the team at all times during the trip 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.
- c. Athletes should refrain from inappropriate physical contact at all times.
- d. Athletes must follow the coach's guidelines regarding usage of cell phones and other electronics, curfews, wake-up times, travel and other dress, and other issues related to the specific trip.