



STEAMBOAT SWIM TEAM

Travel Policy

Purpose: The purpose of a Travel Policy is to establish standards of behavior and manage expectations of the club and its members, thereby providing a sense of structure and familiarity while in an otherwise less familiar setting.

Section 1 - USA Swimming Required Policies

Club and LSC travel policies must include these policies. These items are Code of Conduct stipulations in the USA Swimming Rulebook.

1. 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). (Article 305.5.A)
2. Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (Article 305.5.B)
3. When only one athlete and one coach travel to a competition, the athlete must have his/her parents' (or legal guardian's) written permission in advance to travel alone with the coach. (Article 305.5C)
4. Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (Article 305.5.D)

Section 2 – Other Team-Specific Policies

1. Athletes should not ride in a coach's vehicle without another adult present who is the same gender as the athlete, unless prior parental permission is obtained.
2. To ensure the propriety of the athletes and to protect the staff, there should 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).
3. A copy of the Club Code of Conduct must be signed by the athlete and his/her parent or legal guardian.
4. Curfews shall be established by the team or LSC staff each day of the trip.

5. Team members and staff traveling with the team will attend all team functions, including meetings, practices, meals, meet sessions, etc. unless otherwise excused or instructed by the head coach or his/her designee.
6. The directions and decisions of coaches/chaperones are final.
7. 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 of the coach or chaperone.
8. When visiting public places such as shopping malls, movie theatres, etc., swimmers will stay in groups of no less than three persons. 12 & under athletes will be accompanied by a chaperone.

Safety

1. Additional guidelines to be established as needed by the coaches
2. Respect the privacy of each other
3. All medical and insurance must be updated on the team website prior to departure

Behavior

1. Be quiet and respect the rights of teammates and others in hotel;
2. Be prompt and on time;
3. Develop cell phone usage guidelines;
4. Establish travel dress code;
5. Use appropriate behavior in public facilities;
6. Needs and wellbeing of the team come first.

Financial

1. Swimmers responsible for any damages or thievery at hotel;
2. Must participate in contracted group meals;

General

1. Establish fair trip eligibility requirements;
2. Parent(s) responsible for getting swimmer(s) to stated departure point