



SIENNA PLANTATION AQUATICS

Developing Champions for Life

Team Travel Meet Policy

Policy Statement

Recognizing that our Sienna Plantation Aquatics (SPA) athletes are most vulnerable to misconduct during travel, particularly overnight stays. This includes a high risk of athlete-to-athlete misconduct. During travel, athletes are often away from their families and support networks, and the setting for new changing areas, locker rooms, workout facilities, automobiles and hotel rooms are less structured and less familiar. SPA uses this policy in hopes of reducing this increased risk around overnight travel to a swim meet or other team activity that is planned and supervised by SPA or Gulf Swimming.

Policy Objectives

1. Define code of conduct for all travel event participants.
2. Establish expectations for behavior during team travel events.
3. Define financial policies around team travel events.
4. Define disciplinary measures for any misconduct during team travel events.

SPA Athlete, Coach and Chaperone Code of Conduct

- All athletes, coaches and chaperones will display proper respect and sportsmanship towards all coaches, officials, administrators, teammates, fellow competitors and the public at all times.
- All athletes, coaches and chaperones will refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives.
- The possession or use of alcohol or tobacco products by any athlete is strictly prohibited.
- The possession, use, or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- Absolutely no "deck changes" will be allowed at any time during the trip. All athletes are expected to use available changing facilities.
- All athletes, coaches and chaperones are reminded that when competing in meets, traveling on trips and attending other meet related functions or events, they are representing both themselves and Sienna Plantation

Aquatics. All athlete, coach and chaperone behavior must positively reflect the high standards of SPA.

General Behavior

- All athletes, coaches and chaperones will respect the rights of their teammates, other athletes and volunteers at the meet and other patrons of the hotel or other public places.
- All athletes, coaches and chaperones will be prompt and on time.
- Athletes will not utilize cellular phones or other electronic devices after lights out curfew.
- All athletes, coaches and chaperones will respect all travel vehicles, hotel rooms and other public facilities that we attend and use appropriate behavior in the public facilities.
- Athletes will follow the dress code established by the coach. This information will be sent out to all attending athletes prior to travel.
- All athletes, coaches and chaperones will stay at the designated team hotel.

Financial Considerations

- No athlete will order any kind of room service or pay per view movies without permission from coach or chaperone.
- All athletes, coaches and chaperones will be responsible for all incidental room charges.
- All athletes, coaches and chaperones will be responsible for any damages they are responsible for at hotel, venue or other public places.
- All athletes, coaches and chaperones will participate in all organized team meals.
- Prior to the meet the traveling coach will review all appropriate financial reimbursement information and policies pertaining to the travel event with the athlete's parent or guardian.

Additional Travel Policies and Rules

As an authorized representative of Sienna Plantation Aquatics, Gulf Swimming LSC, and USA Swimming, I will comply with the following policies and rules:

1. The athlete, parent and coach as well as all chaperones attending the travel trip must sign this document.
2. All team managers and chaperones must be non-athlete members of USA swimming and have successfully passed a USA swimming-administered criminal background check.
3. 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)

4. If there is only one athlete and one coach traveling to the competition, the athlete must provide his/her parents' (or legal guardian's) written permission in advance to travel alone with the coach.
5. During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and open and observable environments should be maintained.
6. No athlete shall ride in a coach's vehicle without another adult present that is the same gender as the athlete, unless prior written permission is obtained from the athlete's parent or guardian.
7. During overnight team travel, if athletes are paired with other athletes they shall be of the same gender and should be of similar age. Where athletes are age 13-over, chaperones may stay in a nearby room. When athletes are age 12-under, chaperones will stay with the athletes. When chaperones are staying in a room with athletes they will be the same gender as the athletes and have written consent by all of the athletes parents that it is acceptable for the chaperone to be in the room.
8. If only one athlete and one coach travel to a competition, the coach and athlete will establish a "buddy" club to associate with during the competition and when away from the venue
9. To ensure the propriety of the athletes and to protect the staff, there will be no male athletes in female athletes rooms and no female athletes in male athletes rooms (unless the other athlete is a sibling or spouse of that particular athlete).
10. The SPA board president will receive a copy of all signed travel policies 24 hours prior to any travel.
11. The coach attending the travel meet and the SPA board president will require a signed medical consent or authorization to treat form for each athlete.
12. Team curfews will be established by the coach at the travel meet and will be followed by all athletes. One curfew will be for when each athlete is to be in their rooms and the other will be for when lights are turned off.
13. All coaches, athletes and chaperones will attend all team functions including meetings, practices, meals, meet sessions and other organized team activities unless otherwise excused or instructed by the coach.
14. The directions and decisions of the coaches and chaperones will be final.
15. All athletes are expected to remain with the team at all times during the trip. Athletes are not to leave the competition venue, hotel, restaurant or any other place at which the team has gathered without permission of the coach or chaperone. If the athlete is leaving the competition with another family other than his or her own, written consent must be given to the coach before we leave for the travel meet by the athlete's parents.
16. When visiting public places such as shopping malls, movie theaters, etc. athletes will stay in groups of no less than three persons. 12-unders a coach or chaperone will accompany athletes at all times.
17. The Head Coach shall make a written report of travel policy or code of conduct violations to the SPA board president and to the parent or legal guardian of any affected athlete.

Policy Acknowledgment

Your signature of the document constitutes unconditional agreement to comply with the Sienna Plantation Aquatics travel policy and code of conduct. Failure to comply with the team Travel Policies or the code of conduct as set forth in this document may result in disciplinary action including, but not limited to:

- Dismissal from the team and immediate return home (at parents expense)
- Disqualification from one or more events, or all events of competition
- Disqualification from future Sienna Plantation Aquatics travel.
- Financial penalties (return from meet, lost entries, etc.)

The undersigned has read and understands the terms of this agreement.

Name *(please print)*

Signature Date

Parent Signature Date

Spa Board President