

## PRACTICE AND COMPETITION ETIQUETTE

### TEAM LEADERS:

1. Should notify organizing committee if there are any changes in their scheduled arrival/ departure times, etc....
2. Should check their entries to ensure that all entries are correct
3. Any changes to the names listed on routine entries must be made by the Team Leader 2 hours in advance of that event. This change must be given to the meet referee or his/ her designee (scoring person). This includes changes between preliminary and final events.
4. It is mandatory for the Team Leader or a representative from each Federation to attend all scheduled or announced Team Leader meetings and be responsible for communicating information to delegation members.
5. Be the main contact for all communications with the competition director and meet referee and ensure that all members of their delegation understand they must go through their Team Leader for any questions or concerns.
6. Ensure that all athletes' passports have been checked by meet management or a TSSC official.
7. Know and understand competitions' guidelines, practice and competition schedules/ procedures, and timelines as provided in the summons and information package. Ensure this information is disseminated to their delegation.
8. Team Leaders exemplify behavior they wish their delegation to adopt - they display sportsmanship, dress appropriately, and behave appropriately
9. Accept responsibility for their delegations' behavior
10. Cooperate with officials during practice and events
11. Know and understand the transportation and meal schedules and ensure that their athletes and coaches are on time for departure and pick ups.
12. Observe the "no coach or team leaders on deck" policy during figure competition.
13. Ensure athletes have Accreditation ID badges for check at each figure panel if required.
14. Ensure that athletes report to the Clerk of Course 2 routines prior to competing and have Accreditation ID badges checked.

15. Observe the 2 coach maximum on deck while their athletes are competing in routine competition.
16. For Finals: Ensure athletes assemble at the starting end of the pool 5 minutes prior to the scheduled "Parade of Athletes" in order of draw.
17. Award Ceremony: Ensure athletes are on time and are dressed appropriately in track suites (jackets, at a minimum) and something on their feet.
18. Team leaders should thank the host committee's key people on behalf of their delegation.