

## **WFFM Team Travel Policies**

Team travel meets are away meets attended by swimmers, coaches, and adult chaperones, where the team travels, dines, and lodges together. This is *distinguished from away meets* where swimmers travel and stay with their families. Chaperones, under direction of the head coach, will be responsible for the care of all athletes on the trip including meals, curfews, transportation and any other issues that may arise. Coaches will be responsible for all meet related aspects of the trip including meet administration and coaching. They may also be used for transportation needs, but will not function as a chaperone.

### **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.

- a. Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (305.5.D)
- b. Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (305.5.B)
- c. 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.A)
- d. 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. (305.5C)

### **Section 2 -**

- a. 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.
- b. 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.
- c. During overnight team travel, if athletes are paired with other athletes they shall be of the same gender and should be a similar age. Where athletes are age 11 & over, chaperones and/or team managers would stay in nearby rooms. When athletes are age 10 & under, a parent is required to attend the meet and stay in their own room with the athlete.
- d. A copy of the Club Code of Conduct must be signed by the athlete and his/her parent or legal guardian.
- e. WFFM will obtain a signed Liability Release for each athlete.
- f. WFFM will carry a signed Medical Consent or Authorization to Treat Form for each athlete.
- g. Curfews shall be established by the team for each day of the trip.

- h. 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.
- i. The directions & decisions of coaches/chaperones are final.
- j. 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.

### **Code of Conduct / Honor Code**

- a. Team members will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors, and the public at all times.
- b. Team members and staff 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.
- c. The possession or use of alcohol or tobacco products by any athlete is prohibited.
- d. The possession, use, or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- e. No “deck changes” are permitted. Athletes are expected to use available change facilities.
- f. Team members are reminded that when competing in meets, traveling on trips, and attending other meet-related functions, they are representing both themselves and the Wasatch Front Fish Market. Athlete behavior must positively reflect the high standards of the club (or LSC).
- g. Failure to comply with the Honor Code as set forth in this document may result in disciplinary action. Such discipline may include, but may not be limited to:
  - i. Dismissal from the trip and immediate return home at the athlete’s expense
  - ii. Disqualification from one or more events, or all events of competition
  - iii. Disqualification from future team travel meets
  - iv. Financial penalties (any damage done to the vehicle or hotel room)
  - v. Dismissal from the team
  - vi. Proceedings for a LSC or USA Swimming National Board of Review.