

## Fox Valley Wave Swim Team Travel Code of Conduct

On occasion, swimmers participate in events and meets without their parents in attendance. When the Fox Valley Wave Swim Team (The Club) designates such an event or meet as a "Team Travel" event, then all swimmers who attend must travel with the team and adhere to the following Travel Code of Conduct.

Each team member is reminded that when traveling on team trips, competing in meets, and attending other swim team related functions, you are representing both yourself and the Fox Valley Wave Swim Team program. Your behavior must positively reflect the high standards of the Club.

### GENERAL

- All swimmers and chaperones traveling with the team must attend all team functions and are expected to know all travel/meeting schedules and strictly adhere to them. Coaches and/or their designees will establish warm-up times and other trip-related timetables as needed. Being prompt and on time is essential.
- All swimmers are expected to remain with the team at all times during a trip. Swimmers are not to leave the pool, the hotel, restaurant, or any other place at which the team has gathered without the permission of a coach or chaperone. Any exception to this rule must be jointly approved by the Coach on site and/or their designees.
- Rooms and travel vehicles are to be treated with respect and kept neat. Belongings should be kept together and all trash deposited appropriately. Any damage to rooms or vehicles will be the responsibility of the parties involved and may result in being sent home early from the trip at the parents' cost.
- The directions & decisions of coaches/chaperones are final.
- Swimmers are to refrain from inappropriate physical contact.
- Swimmers are to refrain from use of inappropriate language.
- The underage use or purchase of alcoholic beverages is unacceptable at any time.
- Use of drugs other than those prescribed by your physician is unacceptable at any time.
- The use of tobacco is unacceptable by any swimmer at any time.
- When group meals are contracted with a hotel or restaurant, all swimmers and chaperones on the trip are expected to participate in and share the cost of these meals, including gratuities.
- When visiting public places such as shopping malls, movie theatres, etc., swimmers will stay in groups of no less than three persons. 13 years of age and under athletes must be accompanied by a chaperone.
- If a Fox Valley Wave Swimmer would like to return with his/her parents, he/she may leave if the event or his/her meet is over and permission is granted by the Coach and/or his designee). However, the swimmer is still responsible for full round-trip transportation costs.

### TRANSPORTATION

- When traveling by car or van, swimmers must wear seat belts and remain seated at all times.
- 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.

## HOTEL

- Male swimmers are not allowed in female swimmers' hotel rooms, nor are female swimmers permitted in male swimmers' hotel rooms, (of our team or any other), unless a chaperone/coach has granted permission (e.g., for a small group of swimmers to watch a movie). Hotel rooms with mixed group activities must have the doors open at all times.
- 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.
- 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 13 & over, chaperones and/or team managers would ideally stay in nearby rooms. When athletes are age 12 & under, chaperones and/or team managers may stay with athletes. Where chaperones/team managers are staying in a room with athletes, they should be the same gender as the athlete and written consent should be given by athlete's parents (or legal guardian).
- Swimmers must stay in the hotel room assigned to them. Swimmers may not change rooms or roommates without authorization from a coach, or designated chaperone.
- All swimmers are expected to strictly adhere to the curfew established. At curfew, all lights, TVs, and all electronic equipment must be turned off. There is to be no telephone or cell phone use, including texting, Skype, FaceBook, twitter, etc., after curfew.
- Swimmers are expected to be quiet and respect the rights of teammates and other hotel guests during evening hours.
- Use of the hotel telephone is prohibited except in an emergency. There shall be no incidental room charges allowed (movie rental/room service).

## FORMS

- All release forms must be signed prior to the trip.
- Team officials should obtain a signed Liability Release and/or Indemnification Form for each athlete.
- Team officials should carry a signed Medical Consent or Authorization to Treat Form for each athlete.
- The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate club or LSC leadership and the parent or legal guardian of any affected minor athlete.

## CHAPERONES

- Chaperones must agree to fulfill their responsibilities to the swimmers entrusted to their care and to the other chaperones and coaches. Swimmers may not be chaperones, unless approved by the coaching staff.

## OTHER Considerations

- When only one athlete and one coach travel to a competition, at the competition the coach and athlete should attempt to establish a "buddy" club to associate with during the competition and when away from the venue.

Violation of the **Fox Valley Wave Swim Team Travel Code of Conduct** will result in disciplinary action, including the possibility of being scratched from a competitive event(s), being sent home from the meet/trip at the expense of the swimmer's family, suspension from the team, suspension from future team travel for a specified period of time, or dismissal from the team.

In addition, and in accordance with the USA Swimming Code of Conduct, the Fox Valley Wave Travel Policy includes, but is not limited to, the following:

- 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). (USA Swimming Code of Conduct 305.5.A)
- Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (USA Swimming Code of Conduct 305.5.B)
- 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. (USA Swimming Code of Conduct 305.5C)
- Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (USA Swimming Code of Conduct 305.5.D)
- All athletes and parents will acknowledge agreement and understanding of the Fox Valley Wave Swim Team Code of Conduct and Travel Code of Conduct.

I have read and understand the **Fox Valley Wave Swim Team Travel Code of Conduct** and, by this signature, agree to abide by it.

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Swimmer's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Swimmer's Signature

\_\_\_\_\_  
Date