

# **PATRIOT AQUATIC CLUB**

## ***Team Travel Policy***

**The following policies are in effect for overnight Team Travel events planned and supervised by Patriot Aquatic Club and its coaching staff.**

- 1.)** Swimmers and Parents must read, agree to and sign the following before traveling with Patriot Aquatic Club:
  - a.** Travel Policy (this document)
  - b.** Code of Conduct (Done during PAC Registration)
  - c.** Medical Information and Release (Done during PAC Registration)
  - d.** Waiver Form (Only at USA Swimming meets)
- 2.)** Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered 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.)** 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.
- 5.)** During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and open, observable environments will be maintained whenever possible.
- 6.)** 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.
- 7.)** 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. If accommodations include a multiple bedroom suite, chaperones (Parents NOT Coaches) may stay in the same suite in a separate bedroom, but must be of the same gender as the athletes in that suite.
- 8.)** When only one athlete and one coach travel to a competition, at the competition the coach and athlete will attempt to 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 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, or if the athletes are supervised by a chaperone, manager or coach).
- 10.)** Curfews will be established by the team each day of the trip. There may be one curfew for swimmers to be in their assigned rooms and another for lights-out and quiet. No team member may be out of their room after the room curfew. Permission must be obtained from the coach or

chaperone to leave the room past this time. Cell phones may be collected at room curfew and returned in the morning. Swimmers are not allowed on the Internet after lights-out curfew.

**11.)** When athletes are grouped in rooms in such a way that they are expected to share beds, all athletes in that room should sleep in a bed. Roll-away beds may be available, and may be acquired at the athlete's expense with the permission of the coaches or chaperones.

**12.)** Any damages, excessive mess or thievery incurred at a motel will be at the expense of the swimmers assigned to that room, and further disciplinary action will be taken. No loud or boisterous behavior will be tolerated in the hallways or public areas. Hotel rooms should be kept neat, with garbage removed regularly and maid service accepted daily.

**13.)** 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. Punctuality for meetings, meals, practices and meet sessions is expected.

**14.)** Swimmers are expected to remain with the team at all times during team trips. 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 and knowledge of the coaching staff or chaperone for that event.

**15.)** 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.

**16.)** All team members will be polite in restaurants. Leave an appropriate tip (15% minimally). If there has been a problem with the service, see the coach or chaperone.

**17.)** Team staff should carry a signed Patriot Aquatic Club Medical Information and Consent to Treat Form for each athlete.

**18.)** The directions and decisions of coaches regarding rules and disciplinary actions while on the trip are final.

**19.)** The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the PLC and the parent or legal guardian of any affected minor athlete.