

## **Denver Swim Academy Travel Policy**

The following policies are in effect as of December 31, 2010 as required by USA Swimming. These policies are a reflection of both recommendations from USA Swimming regarding travel meets as well as additional rules added by the DSA coaching board.

Required regulations from USA Swimming:

- 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)

Additional Policies Established for the Denver Swim Academy:

Travel Regulations:

- a) During team travel, (i.e. bus, plane, etc), apparel should be DSA approved apparel only. (i.e. team shirts, warm ups, etc) or professional as the coaches' requirement. No other affiliated gear (high school, college) will be worn on a team travel trip.
- b) Athletes shall conduct themselves in a respectful and appropriate manner as representatives of DSA. Loud, obnoxious, or otherwise disruptive behavior could be cause for dismissal from the trip or future sanctions for travel meets.
- c) Athletes shall 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.

Lodging Regulations:

- a) 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).
- b) 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).
- d) During team travel, when doing room checks, having team meetings, and/or other activities, the coaches should as much as possible do so in an open and viewable environment.
- e) Athletes shall not leave their assigned rooms after final bed check has been completed unless in an emergency.
- f) Team members and coaches 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
- g) 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 of the coach and/or chaperone.
- h) The head coach may make adjustments on the regulations listed above depending on the location of the meet, distance between venues, and meet format. Other considerations including: the age and number of swimmers travelling, the number of chaperones available, other extenuating circumstances.

Code of Conduct/Honor Code (USA Swimming)

- a) All team members, team staff, and parents of minors are apprised in writing of this Code of Conduct and the attached USA Swimming Code of Conduct. A signature on this document constitutes unconditional agreement to comply with the stipulations of both documents.
- b) Team members will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times.
- c) 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.
- d) The possession or use of alcohol or tobacco products by any athlete is prohibited.
- e) The possession, use, or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- f) No “deck” changes are permitted. Athletes are expected to use available change facilities.
- g) Team members are reminded that when competing in meets, traveling on trips, and attending other meet-related functions, they are representing both themselves and Denver Swim Academy.
- h) Swimmers are to refrain from inappropriate physical contact at team activities and events.
- i.) Swimmers are to refrain from use of inappropriate language.

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:

- a. Dismissal from the trip and immediate return home at the athlete’s expense
- b. Disqualification from one or more events, or all events of competition
- c. Disqualification from future team travel meets
- d. Financial penalties
- e. Dismissal from the team
- f. Proceedings for a LSC or USA Swimming Board of Review

By signing below I acknowledge I have read, understand and will adhere to the Denver Swim Academy’s travel policy.

Athlete Signature\_\_\_\_\_ Date\_\_\_\_\_

Parent/Legal Guardian\_\_\_\_\_ Date\_\_\_\_\_