



Vernon Hills Swim Team Travel Policy

Athletes are most vulnerable to misconduct during travel, particularly overnight stays. This includes a high risk of athlete-to-athlete misconduct. During travel, athletes are often away from their families and support networks, and the setting – new changing areas, locker rooms, workout facilities, automobiles, and hotel rooms – is less structured and less familiar.

Team Travel is defined as overnight travel to a swim meet or other team activity that is planned and supervised by the Team.

Section 1 - USA Swimming Required Policies

- These items are Code of Conduct stipulations in the USA Swimming Rulebook. Club travel policies must be signed and agreed to by all athletes, parents, coaches, and other adults traveling with the club. (305.5.D)
- Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (305.5.B)
- 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)
- 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 - VHST Policies

- During team travel, when doing room checks, attending team meetings, and/or other activities, open and observable environments should be maintained.
- 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.
- During overnight team travel, if athletes are paired with other athletes, they shall be of the same gender and should be of a similar age.
- 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



- To ensure the propriety of the athletes and to protect the staff, there will be no male athletes in female athletes' rooms and no female athletes in male athletes' rooms (*unless the other athlete is a sibling or spouse of that particular athlete*).
- A copy of the Club Code of Conduct must be signed by the athlete and his/her parent or legal guardian. This is done as part of registration.
- The team should obtain a signed Liability Release and/or Indemnification Form for each athlete. This is done as part of registration.
- The Team should carry a signed Medical Consent or Authorization to Treat Form for each athlete. This is done as part of registration.
- Curfews shall be established by the Head Coach or Lead Coach each day of the trip.
- 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.
- The directions & decisions of the Head Coach or Lead Coach are final.
- 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.
- 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.
- The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the legal guardian of any affected minor athlete.

Section 3 - Other Policies & Practices

- ★ Respect the privacy of each other.
- ★ Must wear seat belts and remain seated in vehicles;
- ★ Be quiet and respect the rights of teammates and others in the hotel.
- ★ Be prompt and on time;
- ★ Respect travel vehicles.
- ★ Use appropriate behavior in public facilities.
- ★ Must stay in assigned hotel room
- ★ The needs and well-being of the team come first.
- ★ No room service without permission.
- ★ Swimmers are responsible for all incidental charges.
- ★ Swimmers are responsible for any damages or theft at the hotel.
- ★ Must participate in contracted group meals