



Team Travel Policy & Code of Conduct for Nitro Swimming

Purpose: 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 Nitro Swimming (Team).

Section 1: USA Swimming Required Policies

These items are Code of Conduct stipulations in the USA Swimming Rulebook.

- a. Team travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the team. (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: Additional Policies

- a. During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and open and observable environments shall be maintained.
- b. 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.
- 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. Chaperones and/or team managers should ideally stay in nearby rooms.
- d. 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.
- e. 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).
- f. A copy of the Team Code of Conduct must be signed by the athlete and his/her parent or legal guardian.
- g. Team officials shall obtain a signed Liability Release and/or Indemnification Form for each athlete.
- h. Team officials shall carry a signed Medical Consent or Authorization to Treat Form for each athlete.
- i. Curfews shall be established by the team staff each day of the trip.
- j. 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.
- k. The directions & decisions of coaches/chaperones are final.
- l. 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.
- m. When visiting public places such as shopping malls, movie theatres, etc. swimmers will stay in groups of no less than two persons.



- n. The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate team leadership and the parent or legal guardian of any affected athlete.
- o. *Safety*
 - i. All team travel participants must wear seat belts and remain seated in vehicles;
 - ii. Team travel lodging will use hotel rooms with interior entrances; and
 - iii. When available, a supervised team room may be provided for relaxation and recreation.
- p. *Behavior*
 - i. All swimmers must stay in the assigned hotel room;
 - ii. Two different curfews will be established – in own rooms and lights out;
 - iii. Be quiet and respect the rights of teammates and others in hotel;
 - iv. Needs and wellbeing of the team come first;
 - v. Be prompt and on time;
 - vi. Respect travel vehicles;
 - vii. Use appropriate behavior in public facilities;
 - viii. Coaches may enact cell phone and/or computer usage guidelines; and
 - ix. Dress code for team travel will be announced during pre-travel preparations.
- q. *Financial*
 - i. No room service without permission;
 - ii. Swimmers are responsible for all incidental charges;
 - iii. Swimmers are responsible for any damages or thievery at hotel;
 - iv. Swimmers must participate in contracted group meals (unless alternatives have been approved by coach(es) at least 2 weeks prior to the trip); and
 - v. Travel reimbursement policies will be communicated as South Texas updates its policies.
 - a. Reminders will be sent out at the beginning of each SCY and LCM season.



Section 3: Team Code of Conduct / Honor Code

All team members, team staff, and parents of minors are apprised in writing of this Code of Conduct. A signature on this document constitutes unconditional agreement to comply with its stipulations in general and during team travel.

- 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. Swimmers are to refrain from inappropriate physical contact at team activities and events.
- g. Swimmers are to refrain from use of inappropriate language.
- h. Team members are reminded that when competing in meets, traveling on trips, and attending other meet-related functions, they are representing both themselves and Nitro Swimming. Athlete behavior must positively reflect the high standards of Nitro Swimming.

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; and/or
- f. Proceedings for a LSC or USA Swimming National Board of Review.

**This form MUST be filled out and returned
for ANY Nitro Swimming team travel event.**

I certify that I have read the team travel policy for Nitro Swimming.

Swimmer’s Name: _____

Swimmer’s Signature: _____

Parent/ Guardian’s Signature: _____

Date: _____

Name of Team Event: _____

Return completed form to:

NITRO SWIMMING

15506 D West Hwy 71

Bee Cave, TX 78738

or email it to Nitro Swimming's Safe Sport Coordinator

Tracy Koleber

tracy@nitroswim.com