



## **Swimmer Code of Conduct Including Swim Meets and Team Travel Policy**

Southern California Swimming (SCS) has established the following expectations for the entire SCS swim community, including swimmers, coaches, staff, officials and parents.

### **SCS Swimming Code of Conduct**

#### **General**

- a) All SCS team members, team staff, chaperones, officials and parents of minors are apprised of the writing of this Code of Conduct and the USA Swimming Code of Conduct (Articles 304.1-304.3.19).
- b) All SCS team members, coaches, chaperones, officials, staff, and parents will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times.
- c) All SCS Team members, coaches, chaperones, officials and staff will refrain from any illegal, immoral, inappropriate, or offensive behavior toward another person that would detract from a positive image of the team or be detrimental to the team performance objectives.
- d) Swimmers, staff, coaches, officials, chaperones and parents are to refrain from any inappropriate physical contact with others.
- e) The use of audio and visual recording devices, including cell phones, is not allowed in changing rooms, restrooms, or locker rooms.
- f) The possession or use of alcohol or tobacco products by any athlete is prohibited.
- g) The possession, use, sale or distribution of any controlled or illegal substance or any form of weapon is strictly forbidden. Swimmers with medically prescribed drugs must declare them prior to any team travel.
- 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 SCS. Athlete behavior must positively reflect the high standards of SCS.

#### **Swim Meet Guidelines & Policies**

- a) Meet warm-up times are to be strictly adhered to by all swimmers. Such warm-up times are set by the coaches and may be published in the Meet Information, with updates as needed. Swimmers must check with their coach prior to leaving a meet. Should it become necessary for a swimmer to leave a meet early, his/her coach must be notified as soon as possible.
- b) Swimmers are expected to meet with their coach before and after each event.
- c) In prelim/final meets, all swimmers who qualify to compete in the finals are expected to participate in the finals unless excused by coaching staff. All team members are encouraged to return to finals

sessions to support the team and take advantage of the opportunity to learn from watching finals. At times, alternate and relay positions do open up that need to be filled.

- d) Swimmers are expected to follow the team uniform policy. Specific meet uniform requirements will be found in the meet information posted on the team website and/or disseminated by the coaching staff prior to the meet. Each swimmer's personal appearance should be neat and appropriate at all times.
- e) No "deck changes" are permitted. Swimmers are expected to use available changing facilities.
- f) Swimmers are expected to sit with the team and participate in all team meet activities and team meetings.
- g) As a matter of team pride and courtesy to the meet hosts, swimmers are expected to leave the SCS team area in a neat and clean condition at the conclusion of each session of the meet.
- h) All questions swimmers or parents have concerning meet results, officiating calls, or meet conduct, should be referred to the SCS coaching staff. SCS coaches will pursue the matter through the appropriate channels.
- i) In accordance with USA Swimming policy, parents are expected to remain in the spectator area and off the immediate competitive deck unless they are working the meet in an official capacity.

**SCS Team Travel:** SCS participates in numerous meets at various locations throughout the country. Herein below is the SCS Team Travel policy for "Team Travel" meets which are defined as those meets that athletes may travel to without parents or guardians (other than coaches or official chaperones). All meets which SCS swimmers attend require adherence to the SCS Swimming Code of Conduct and the USA Swimming Code of Conduct. The Board of Directors reserves the right to revise the meets deemed as "Team Travel" meets as required.

## **Section 1 - USA Swimming Policies**

- a) SCS travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (Article 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. (Article 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). (Article 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. (Article 305.5C) \*\*This should be avoided if possible, but, if there is no other option available, then all rules will still be followed.

## **Section 2 - Additional General Policies**

- a) After the registration date, swimmers will be required to pay for the trip whether or not they attend. Payment will be made by a charge to the swimmer's online account. Failure to pay for the trip will make the swimmer ineligible to attend any other team travel events during the current swim season.
- b) During team travel, when conducting room checks and attending team meetings and/or other activities, two-deep leadership and open and observable environments should be maintained.
- c) 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.

- d) During overnight team travel, if athletes' room with other athletes they shall be of the same gender and should be a similar age.
- e) Opposite gender athletes may NOT "hang out" in a room, even with the door open.
- f) When only one athlete and one coach travel to a competition, the coach and athlete should attempt to establish a "buddy" club to associate with during the competition and when away from the venue.
- g) To ensure the propriety of the athletes and to protect the staff, there should be no male athletes in female athlete's rooms and no female athletes in male athlete's rooms.
- h) A copy of the SCS Code of Conduct must be signed by the athlete and his/her parent or legal guardian.
- i) SCS coaches and chaperones should carry a signed medical consent or authorization to treat form for each athlete.
- j) Curfews will be established by the coaches and chaperones each day of the trip.
- k) SCS 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.
- l) The directions and decisions of coaches/chaperones are final.
- m) 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 or chaperone.
- n) Parents who attend the same meet are not allowed to separate the child from the team travel group. This includes meals, hotel rooms, activities, and transportation, unless approved by a member of the coaching staff.
- o) When visiting public places such as shopping malls, movie theatres, etc., swimmers will stay in groups of no less than three persons.
- p) The head coach or his/her designee shall make a written report of travel policy or code of conduct violations to the parent(s) or legal guardian(s) of any affected minor athlete.

### **Section 3 - SCS Team Travel Policies**

#### **Safety**

- a) When traveling by van, all passengers must wear seat belts and remain seated at all times. When traveling by other vehicles, all passengers must wear seat belts in accordance with applicable state laws.
- b) When traveling by van or vehicle, no disruptive behavior shall take place so as to keep from distracting the driver of the vehicle.
- c) Respect the privacy of each other.

#### **Behavior**

- a) Be prompt and on time for all necessary team meetings, departures, meals, etc.
- b) Respect the travel vehicles and rooms. Travel vehicles and rooms are to be kept neat. Belongings should be kept together, and all trash deposited appropriately.
- c) Swimmers should wear appropriate clothing at all times. Team clothing may be designated on particular days of team travel. This also includes when walking around the hotel, swimmer's must be fully clothed.
- d) Curfews will be established for each night on the team travel – in their own rooms time and lights out time. At lights out time, all lights, TVs, and other electronic equipment must be turned off. Talking is not permitted. Cell phones should be set on silent or alarm mode only so as not to disturb teammates who are rooming with you. Any complaint of disturbance during the night by a cell phone will result in the removal of cell phone privileges for the offending swimmer.

- e) Swimmers are expected to be quiet and respect the rights of teammates and other hotel guests during evening hours and during rest time between prelims and finals.
- f) All swimmers must stay in their assigned hotel room.

**Financial**

- a) No room service without permission.
- b) Swimmers(their parents or guardians) are responsible for all incidental charges.
- c) Swimmers(their parents or guardians) are responsible for any damages or thievery at the hotel.
- d) Swimmers must participate in group meals.

**This Code of Conduct will be deemed to have been violated if the swimmer:**

- a) Fails to conduct himself or herself with due regard to public conventions and morals set forth.
- b) Engages in any situation or occurrence including the use of illegal drugs or prohibited substances.
- c) Brings himself or herself into public disrepute, contempt, scandal, or ridicule or causes damage.

**Failure to comply with any aspect of the SCS Team Travel policy will 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(their parents or guardians) expense.
- b) Disqualification from one or more events, or all events of competition
- c) Disqualification from future team travel meets.
- d) Dismissal from the team.
- e) Financial responsibility for any and all damages incurred.

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CERTIFICATION - I have read and understand the statements on this form. I understand and agree to the conditions of the Code of Conduct. I also understand that this form must be submitted to the LSC office no later than the mail-in entry deadline of the meet for which travel will be conducted.

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|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Swimmer signature | <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Parent/Guardian signature                                                              |
| <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Coach signature   | <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Other Non-Athlete member signature                                                     |
| <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Date              | <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Date                                                                                   |
| Print swimmer name                                                                                       | <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Age                                                                                    |
| Print swimmer address                                                                                    | <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> |
| Swim Team affiliation                                                                                    | <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div>                                                                                        |