

LAC TEAM TRAVEL: Chaperones

LAC will rely on one or more authorized chaperones for certain trips designated as LAC Team Travel. The number of chaperones required for a trip will depend on a variety of factors. LAC will make every effort to have safe and reasonable supervision ratios of authorized adults (coaches or chaperones) for every LAC athlete. (ex. A minimum of 1 coach/chaperone for every 10 LAC athletes).

QUALIFICATIONS

All chaperones must comply with USA Swimming Rules and Guidelines as it pertains to Safe Sport. Each chaperone must:

- 1) Be at least 21 years old or older. (Current LAC swimmers regardless of age may not be chaperones).
- 2) Be a current USA swimming non-athlete member.
- 3) Complete the USA swimming background check.
- 4) Complete the athlete protection training for non-athlete members (online course).

All fees associated with becoming a USA Swimming non-swimming member and required background check will be reimbursed by LAC.

DUTIES AND EXPECTATIONS:

Chaperones are expected to:

- Support LAC athletes and coaches during team travel to pick up pre-arranged meals, have refreshments and snacks available, and any other duties that ensure that athletes and staff time is spent focused on competition, meetings, and other important tasks.
- Support LAC staff in enforcing all rules, behavior expectations, etc.
- Attend all team meetings and other scheduled gatherings to support LAC staff and monitor athletes.
- Be a part of the two-deep leadership requirement for meetings, room checks, and lights out.
- Be a positive role model and lead by example.
- Be available for emergencies when LAC staff are not available.
- Be on time.
- Refrain from the use of tobacco or alcohol in the presence of athletes at all times. Avoid alcohol to eliminate potentially dangerous situations in case you are needed in an emergency.
- Be available for the entire duration of the team trip.
- Support other duties as requested by the LAC Head Coach or senior staff.

Chaperones should NOT be responsible for:

- Providing medical assistance to athletes or other duties when a qualified LAC staff member is available and/or present. For example, if an athlete must be taken to the emergency room, requires medication, or must go to urgent care; LAC staff will be the primary in such situations, but may request secondary assistance from chaperones. In the event of an imminent health emergency, chaperones will act in the best interest of the athlete's safety and well-being for that situation. Chaperones' will notify LAC staff immediately of the situation who will then be responsible for notifying parents/legal guardians of the situation and status.

OTHER:

The following may be offered in exchange for support and services provided to LAC as chaperone on a LAC officially sponsored team travel itinerary. Chaperones will be informed via email of the exchange for services in advance of the team travel trip(s). LAC staff reserves the right to select chaperones, but will also welcome any volunteers that wish to participate. The number of chaperones on any given trip will be determined by the LAC Head Coach and/or LAC Executive Director.

1. Extensive Team Travel Trips (ex. Travel via air or bus over an extended period of time (more than 6 hours) to a meet or other team sanctioned event)
 - a. Airfare to/from team departure city and destination (must travel with the team to/from destination).
 - b. Lodging during a team travel trip (at team hotel only).
 - c. Local transportation: Chaperones may travel with the team in rental vehicles (vans, buses, etc.) or may opt to rent their own transportation at their own expense.
2. Shorter team Travel Trips (ex. Travel within a distance normally travelled by LAC (ex. Austin, Houston, San Antonio, OKC, Tulsa, etc.); travel under 6 hours to destination).

Chaperone Code of Conduct

Purpose

The purpose of this chaperone code of conduct is to be consistent with the Lakeside Aquatic Club and USA Swimming mission and will act to promote the pursuit of excellence in all aspects of the sport of swimming.

Chaperone Promise

I, _____, as a chaperone of Lakeside Aquatic Club, understand that I am a part of an organization that believes in teamwork, integrity, respect and good sportsmanship. I promise to show respect, demonstrate common courtesies, and exemplify good sportsmanship to swimmers, coaches, parent members, and officials while I am at practices, meets, or other team travel activities. I support the values of honesty, discipline, commitment, and hard work. By signing this Code of Conduct, I agree to follow behavioral rules set forth by the LAC Parent Code of Conduct and certify that I am current in my USA Swimming non-athlete member credentials, the required USA Swimming background check, and completed the USA Swimming Athlete protection for non-swimming members. In addition, I understand that any standards set forth by USA Swimming take precedence and must be followed.

Chaperone Responsibility Pledge

- I will demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials, and coaches.
- I will not coach or instruct the team or any swimmer at a practice or meets (from the stands or any other area) or interfere with coaches on the pool deck.
- I will abide by facility rules when at practices and meets.
- I understand that while I am allowed as a USA Swimming non-athlete member to be on deck, I will not interfere with coaches or swimmers unless it is directly related to my responsibilities as chaperone.
- I will make sure that I have the appropriate attire; preferable LAC themed gear and apparel.
- I understand that disrespectful, vulgar, or abusive spoken language, and/or written language (text, email, social media), or inappropriate gestures will not be tolerated.
- I will refrain from alcohol, tobacco, drugs, or other prohibited substances while a chaperone on team travel trips.
- I will treat fellow chaperones, coaches, officials, parents, and spectators with respect regardless of race, age, sex, religion, or ability.
- I will not make inappropriate physical contact with any swimmer.
- I will report codes of conduct violations, concerns, or other negative observations to appropriate staff.

Should a chaperone conduct themselves in such a way that brings discredit or discord to LAC, or USA Swimming, they voluntarily subject themselves to disciplinary action as seen fit by the LAC Board of Directors and/or Coaching Staff. Upon notification of any violation of the Code of Conduct, a review committee comprised of coaching staff and the Board of Directors, shall promptly investigate the circumstance of the violation and request an informal hearing. The review committee will determine what disciplinary action, if any, shall be taken.

I agree to abide by the rules set forth by the Chaperone and Travel Trip Codes of Conduct.

Print Name: _____

Signature: _____

Date: _____

Mobile #: _____

Email: _____