

Eugene City Swim Club Chaperon Policy

General Information

In the majority of cases, the team maintains a reasonable ratio of swimmers to chaperons at a team activity. This will vary slightly depending on age groups and housing.

1. Well in advance of the trip, chaperons must read, understand, and complete the following forms:
 - a. Current USA Swimming Non-Athlete Registration Form form and turn it in to the ECSC secretary who will process and mail to registrar
 - b. USA Swimming Administered Criminal Background Check
 - i. On-line process through USA Swimming website
2. Chaperons need to read and understand the following travel/lodging policies and guidelines per USA Swimming:
 - a. Eugene City Swim Club Travel Participation Guidelines
 - b. Eugene City Swim Club Travel Policy Packet which includes:
 - i. ECSC Code of Conduct
 - ii. USA Swimming Code of Conduct
 - iii. USA Swimming Athlete Protection Policies
 - iv. Eugene City Swim Club Waiver & Release of Liability
 - v. Permission to Seek Emergency Treatment
 - vi. ECSC Activity Travel Release (if applicable)
3. Chaperon Expectations:
 - a. Being under the influence of drugs by a chaperon at anytime during a team activity is prohibited.
 - b. Smoking is prohibited in team vehicles, team lodging, or around any team related activity.
 - c. Appropriate language will be used at all times when around swimmers

Chaperon Guidelines & Responsibilities

Responsibilities of Chaperons

A chaperon's priority is "chaperoning". All other activities are considered secondary. Chaperons need to be available to the swimmers at any given time. Chaperon responsibilities include but are not limited to the following:

1. In all aspects of the travel, including planning, scheduling, transportation, lodging, eating arrangements, and conduct, the attending coach has final authority but the Chaperon's actively seeks, gives input and works closely with the coach.
2. After conferring with the attending coach, the Chaperon is responsible for arranging and ensuring:

- a. Inspection of lodging upon arrival and departure for verifying cleanliness and taking note of any possible damage that could be charged to the team credit card. If there is any such damage, it must be noted and communicated to the Head Coach immediately.
- b. Pre-assigned list for swimmer's sleeping areas is adhered to.
- c. Overseeing and/or helping with the preparation of meals at the place of lodging if the decision is made to prepare food.
- d. ECSC meal arrangements to include making reservations at restaurants or ordering take-out food.

3. Supervision of Swimmers

- a. Chaperons must follow USA Swimming Recommended Policy for ECSC Travel as outlined in the Eugene City Swim Club Travel Policy.
- b. Swimmers are expected to stay with the team at all times at the pool, hotel, restaurant, etc. Chaperons must be notified in writing by the swimmer's parents if there will be any variance to this plan.
- c. Chaperons should encourage the swimmers' appropriate behavior on the bus, at the area of lodging, in restaurants, and at the meet or team activity.
- d. Chaperons should try to resolve behavior problems, along with the help of the attending coach.
- e. Chaperons will eat all group meals with the swimmers.
- f. Chaperons will sleep in the same hotel as the swimmers.
- g. Chaperons will assure any movies or other entertainment shown to the group are age appropriate for the youngest swimmers in the group.