



Travelling Teams Policy

PART I – GENERAL CODE OF CONDUCT RULES

All WCSC members have agreed, in their membership application, to abide by the rules, regulations and policies Swimming WA and Swimming Australia, including the Australian Swimming Behavioural Guidelines, Anti-Doping, Member Protection and Privacy Policies, as well as WCSC's Code of Conduct, as below.

1. I will wear designated team uniform for duration of trip.
2. Once registered with the Manager, I will not depart from the team/squad environment without the approval of the Manager or the Head Coach.
3. As a squad member I am representing my club and my family. No discredit should be brought to either of the above. Behaviour, befitting a club representative will be required of me at all times.
4. **I will be available for relay selection subject to Relay Policy**
5. If I have any problems, I am to report them to the Manager as soon as possible.
6. I will respect all curfews at team travel events.
7. Male and Female swimmers may not be in each other's bedroom on any team trip unless supervised by designated Club official.
8. WCSC supports a dry club policy for all travelling teams.
9. Smoking or use of alcoholic beverages is unacceptable at any time whilst representing WCSC.
10. Use of illicit drugs and drugs listed on the [ASADA Prohibited Drug List](#) is unacceptable at any time.
11. I will not be involved in any conduct or activity that may harm the names and reputation of WCSC or any sponsor. Disrespectful, indiscreet or destructive behaviour will not be tolerated.
12. There is to be:
 - Respect for rooms and property. Invoices will be issued for wilful damage to property.
 - No interference with other people's property
 - No use of room telephones and other services (except at your expense)
 - No person in the room of another after "Lights Out" or during compulsory rest time.
13. I must attend all approved activities unless given permission to do otherwise
14. I will respect others in the team and their common requirements. Some athletes may need to go to sleep early and some may need to sleep in.
15. I will bear in mind that I am staying on premises which are open to the public and recognise that there should be no excessive noise in the corridors or rooms.
16. Appropriate behaviour and attire should be considered at all times around the hotel.
17. Team Members will all have meals together or where possible on the timetable.

PART II- VIOLATION OF THE CODE OF CONDUCT RULES

1. Upon an apparent breach of the Travelling Team Policy, the following protocols will be adhered to:
 - a) Team Manager will meet with the athlete to discuss the suspected violation. At this time, opportunity will be given to the athlete to explain the situation.
 - b) The Team Manager will then meet with the Head Coach to report findings, at which point appropriate discipline will be decided upon. This may include, but not be limited to:
 - Expulsion from the tour. Should expulsion occur, your parent(s)/guardian will be contacted and appropriate travel arrangements will be made. Any and all additional expenses incurred will be the responsibility of yourself and your parents. A full written report will be submitted to the club's management committee, upon which further disciplinary action may be commenced under the provisions of its constitution.
 - The Team Manager shall make a written report of travel policy or code of conduct violations to the WCSC Committee and the parent or legal guardian of any affected minor athlete.
 - Athlete may be scratched from the meet with all meet entry fees forfeited

- Athlete may be suspended from the team until the swimmer and parents have had a conference with the Team Manager and Coach in attendance and appropriate disciplinary actions have been implemented. This is automatic with violations of General Conduct Rules.
- c) The Team Manager will then contact the athlete’s parents or guardians to explain the circumstances.
 - d) Should the violation be serious enough to warrant suspension from the team, arrangements will be made with the parent or guardian of athlete.
 - e) All violations of Policy will be reported to the WCSC committee in the Team Managers report, to be tabled at the first available Committee Meeting upon return from travel.
 - f) Upon return, a meeting will take place between the athlete, their parents/guardians, the Club President and the attending Head Coach, at which point a complete review will take place. This may result, depending on the indiscretion, in the athlete being ineligible for ALL team trips for the remainder of the swim year and/or a specific period determined WCSC committee, in consultation with coaching staff.

PART III- GRIEVANCE PROCEDURE

Breaches of any

I have read and hereby agree to abide by the above Standards and Code of Conduct to the best of my ability and understand that by doing so I will uphold the integrity and reputation of the WCSC, its members and coaches with the highest respect.

I agree to abide by the rules of conduct as set forth in Part I above and acknowledge that, should I violate any provision in Part I, I will be subject to disciplinary action, as set forth in Part II, including suspension.

Signature of Swimmer

Date

Signature of Parent/Guardian

Date