



Zone Team General Chaperone Information and Responsibilities

Chaperones travel and remain with the team for the duration of the meet.

Long Course Age Group Championship Swim Meet dates August 7th-10th

Travel days- Tuesday, August 6th – August 10th

Chaperone fee \$100.00 for members of USA Swimming and \$167.00 for non-members and membership is included. All chaperones must be a current member of USA Swimming with cleared background screening and successfully passed Athlete protection online training. Membership application is posted on the Zone Team page.

The trip fee includes;

- Hotel accommodations
- Breakfast, lunch and dinner
- Daily transportation to and from the hotel and aquatic center

Chaperone applications are available on-line and will also be available at final registration.

Basic responsibilities- Chaperones are responsible for all members of the team in their assigned group.

- Chaperones understand that they are there to assist all Zone Team swimmers, not just their child.
- Chaperones may be asked to help with timing, fill coolers with ice and water bottles, sit in team areas at all times, supervise the swimmers, organize food runs, clean up food area, check hotel rooms at check in/out, help keep up with any medical needs, do bed and room checks, clerk awards and organize banquet.

Please contact the Zone Team Manager if you are interested in supporting the Zone Team.

Chaperone Responsibilities

Responsibilities for Entire Team

- Ensure safety for all athletes
- Give the athletes enough structure to provide them the opportunity to swim well yet also learn to take responsibility for themselves.
- During travel, at room checks, team meetings, and other activities maintain two deep leadership. Open and observable environments should be maintained.

Responsibilities for Athletes in Assigned Group

- Treat all athletes as if they are your own.
- Ensure that all athletes follow the buddy system at all times.
- Know where your assigned athletes are at all times.
- Ensure that all athletes follow the Code of Conduct and report any infraction to the Team Manager.

Bus Responsibilities

- Take a head count and do a roll call at every departure.
- Situate yourselves so that there is equal distribution of adults throughout the bus.
- At all bus stops, monitor athletes/traffic when crossing vehicle paths to ensure the safety of all athletes.
- Ensure that the athletes collect all trash periodically.

Deck/Meet Responsibilities

- Ensure team equipment is secure.
- Ensure all athletes are when they need to be for their events. Remain in the stands or on deck during the course of the meet.
- Rotate as needed to fulfill timing requirements as assigned by the host.
- Ensure that athletes have a buddy any time they leave the deck.
- As the need arises, remind parents that they are not allowed to sit/visit with the athletes.

Hotel Responsibilities

- Upon check-in, inspect each room prior to entry. Document and make a list of any items that are not in working order. Report any damage to the Team Manager as soon as possible.
- Boys and girls are discouraged from socializing in an athlete's room. Encourage them to visit in the designated hospitality room. Two chaperons must be present at all times. Athletes must maintain an open door when any guests are present.
- No male athletes are permitted in female rooms and no female athletes are permitted in male rooms.
- Enforce the cell phone and electronics policy.
- Athletes should not be wandering the halls unsupervised; they must have a roommate/buddy with them at all times.
- Lights out policy is strictly enforced; it is your responsibility to enforce this policy:
- Please patrol the halls periodically to ensure that the athletes are complying. Maintain an adult presence during rest and after lights out.
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- Press your ear to the door from time to time.
- Bed and room checks should be done periodically.
- Room inspections are done prior to departure to ensure that they are left in good order. Report any damage to the Team Manager, try to verify the individual responsible for any damage.

Enforce

- Code of Conduct
- All curfews in the evening
- Cell phone policy