



Anglesea SLSC Policy Document

Reference: 024

Reviewed: 02/2017

TITLE: Touring Team Policy

Introduction

A team tour/trip (minimum 1 night away) should be an enjoyable experience both in and out of the surf. For this to happen it is essential that discipline and good behaviour is maintained by the team during the tour. A great deal of planning is required to ensure that teams travelling do so within the required parameters under the Policies of the Anglesea SLSC, including Member Protection and Code of Conduct.

Purpose

This document outlines Anglesea SLSC's policy on surf sport teams touring and competing at carnivals/events within Victoria and interstate.

The following policy is introduced to:

- Ensure all members are informed and pro-active
- Assist team management with planning and to set out required procedures
- To provide parents and guardians evidence of club standards

Information provided to respective Director/Team Manager must include the following Tour Details:

- Purpose of tour
- Destination/s
- Host Club/Body
- Full itinerary/schedule for the proposed tour, including transportation, accommodation and contact details
- Number of touring party, including designated tour leaders
- Age group of touring party. If U/18, parental consent required
- Entries/LSV approval to compete interstate

Minimum Requirements

It is recommended that all adults (over the age of 18-years) have their WWC and at least one person has their Level 2 First Aid qualification. In the case of girls travelling teams there must be either a female coach or manager as mandatory. The adult to child ratio must be a minimum 1:5.

Attendance at Mandatory Briefing Meeting

A briefing meeting and/or information should be held and/or delivered before the tour for all members of the travelling team and parents of the Travelling team members.

At this meeting or in the information:



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- Roles of each travelling club leader should be explained, the final itinerary should be detailed and all outstanding medical and consent forms collected.
- Standard of behaviour of all travelling team members and their parents should be outlined – refer Anglesea SLSC member protection/code of conduct
- Sign Medical Details Form should be stored accordingly

Transportation Requirements

Any form of transportation booked or hired shall be done through a reputable supplier. Land transportation, such as Buses, that require transporting 12 members or less to events will require a full driver's license and at least 10-years driving experience. At all times members driving will have a zero BAC and drug level. Travelling over long distances, greater than 3 hours, members should change drivers every 3 hours.



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DURING THE TOUR

Expectations of Behaviour

Travelling to a carnival as a part of a team can be great experience for every player. This experience has the potential to further member's skills and can have a real and positive effect on their personal development.

Anglesea SLSC is proud of their members and supporters and expects of them the highest standard of sportsmanship and respect for all competitors and officials during carnivals.

It is a Club requirement that all Travelling team members are aware of Anglesea SLSC's member protection and code of conduct policies.

Communication

Anglesea SLSC advocates open communication. It is an expectation that members speak directly to their coach about selection or event issues. All other matters of concern should be discussed with the team manager. Members must obey strictly all instructions from their team officials.

Team Meetings

Regular team meetings are mandatory for all members to attend. Team strategies, team morale, changes to event times and/or travels arrangements, and reminders of the club's behaviour requirements are a few of the issues discussed.

Uniforms

All members are required to look smart and professional at all times. Members are required to wear their uniform when competing (Club bathers and skull cap) and representing the club at special events.



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Health Issues

All touring teams should have access to a rudimentary first aid kit including ice packs. Members are recommended to bring personal supplies of; strapping tape, personal hygiene products, saline eye wash, aqua ear and Panadol, if required. *Please be aware the Team Managers are unable to dispense **any** medications to players.*

If U/18 members are travelling with any medication it must be placed in a clearly labelled plastic zip lock bag, including a note indicating parental consent to be given to the team manager, which the member can then access under supervision if necessary. In the case of a prescription medication documentation is required from your doctor. If players feel unwell they need to notify the manager in the first instance.

The use of alcohol, tobacco by U/18's and non-prescribed drugs is not permitted.

Accommodation Arrangements

Members booked through club arranged accommodation are to be made aware of security arrangements (in place to stop unauthorised entry) and be taken through the emergency procedure/escape routes in the event of a fire upon arrival at the accommodation.

Shared accommodation is the norm and Anglesea SLSC expects members to respect each other and each other's property. Team members must let each other sleep, rest and support each other.

Team members need to:

- Check for any damage to premises on arrival and notify Team Manager
- Keep their room tidy – make beds and help with tidying kitchen and bathrooms
- If U/18 request the permission of the Team Manager before leaving the accommodation area
- Be aware of which club official is on supervision duty
- Know where your club officials are staying
- Always move in pairs where toilets/shower/laundry facilities are away from sleeping areas



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Consequences for member breaches of this policy

Team Manager/s may deal immediately with any breaches of this policy by imposing appropriate consequences, including exclusion from events, notification of parents (U/18), and being sent home at your parents' cost (U/18).

The Anglesea SLSC Board and its Judiciary Advisory Committee (JAC) is responsible for imposing longer term penalties, which may include suspension or expulsion.

Members will be afforded natural justice in respect of breaches of this policy and for any discipline enforced through an appeals process.

AFTER THE TOUR

Team Manager will reconcile all monies and any expenses incurred by individuals shall be claimed back using the expense reimbursement form, understanding that money is available within their respective section accounts.

A brief tour report will be completed by the team manager and submitted to Surf Sports Director.

Responsibility

It shall be the responsibility of the Anglesea SLSC Board, travelling team's coaches and managers to ensure that the requirements of this policy are complied with.

This policy shall be reviewed annually by the Surf Sports committee to ensure that it continues to comply with Anglesea SLSC's member protection, code of conduct policy and any other governing body regulations that may change.