

St Thomas ASC will often use team travel when sending a team or group of swimmers to a competition. This policy will outline how team travel arrangements will be implemented for the club and its members.

Planning

The Head Coach along with the committee will determine which competitions will be attended as team travel. This will be indicated on the calendar with (TT) next to the competition name. The club committee will appoint a Lead Team Manager for each competition requiring Team Travel. The Lead Team Manager will be responsible for the following arrangements during the planning of the trip:

- Travel
- Accommodation
- Meals
- Risk Assessments
- Travel Consent Forms & Codes of Conduct

Swimmers must confirm they wish to compete at a competition that is designated as Team Travel by the Team Travel Deadline on the calendar. Swimmers who do not sign up by this date will not be able to enter the event. This is to ensure that the club get the best price possible for travel and accommodation. A separate deadline for entries will be indicated on the club calendar, entries will be processed via the club website.

By entering your swimmer into a competition that is designated Team Travel you are confirming that your swimmer will travel and stay with the team and abide by the team travel conditions for that competition and this policy.

Team Travel – Competitions Conditions

- Swimmers will be required to travel to and from the competition on the dates set by the club using the transport provided. In some cases the club may not be staying for the full duration of the competition.
- Swimmers will be required to stay in the accommodation provided by the club during the competition. Swimmers will room share and rooms will be allocated at the discretion of the team manager/coach. Swimmers will not room share with adults.
- Swimmers will be required to have meals with the team.
- Swimmers should stay with their team whilst at the competition venue to encourage the team spirit.
- Parents may attend the competition their swimmer is competing at but will be expected to arrange their own travel and accommodation. Travel and accommodation will not be arranged by the club. Parents should not interact with swimmers whilst they are under the supervision of Team Managers during Team Travel.
- Swimmers will not be permitted to sign off from team travel early except under the following circumstances.
 - Pre-Arranged Family Holiday.
 - Family Emergency
 - Medical Appointment
- The cost for Team Travel will be split equally amongst the swimmers attending. Swimmers will cover the cost of coaches & team managers. The club may choose to substitute Team Travel at its discretion. Details of the Total cost will be circulated a minimum of 8 weeks prior to the competition, if possible. Full payment must be made no later than 2 weeks prior to departure.



TEAM TRAVEL - Competitions CLUB POLICY

Adult to Child Ratios

Trips will be planned to involve a minimum of two adults, (preferably one male and one female). The guidelines on adult to child ratios will inform an assessment of the numbers of adults required to safely supervise the group.

Overnight stays

A minimum ratio of 1 adult : 10 athletes for over 11's, should be in place

A minimum ratio of 1 adult : 10 athletes for 10 and under plus 1 additional adult, should be in place

However a minimum of 2 people (one male and one female) is preferred

Team Managers must have completed the Team Manager workshop and must have completed a Child Wellbeing & Protection in Sport workshop (CWPS)

Benefits of Team Travel

Traveling as a team has many benefits including.

- Improving team spirit & club culture
- Reduced cost of travel and accommodation to attend competitions further away from home.
- Allows the club to attend competitions out with the district or Scotland where appropriate.
- Provide greater competitive opportunities to swimmers.
- Swimmers have an opportunity to develop their social & life skills.

Technical Officials

The club may be required as part of the meet conditions to provide a technical official in order to compete. In this case the club will pay for the technical official. The technical official will be determined by the Lead Team Manager, this may not be a parent of a swimmer attending the competition.