

## **WEVA Team and Individual Travel Guidelines**

USA requires that all clubs create and enforce their own appropriate travel policy for individual players, teams and chaperones when traveling to USA Volleyball sanctioned events. If a club chooses not to, or is unable to, create a written travel policy, the WEVA policy will become the default policy for that club. Once a travel policy is developed and approved by the club, the default policy will no longer apply. Each club has the responsibility for approval and implementation of its own set of travel policies, and to provide the policies to all players, parents, coaches and other adults who will be traveling with a team. Parents, players, coaches and other adults traveling with the team should review club policies to ensure that they have a complete understanding of the expectations that come with traveling as a member of a volleyball club in the WEVA region. It is strongly recommended that a signature by each adult acknowledging receipt of and agreeing to the travel policy be obtained by each club.

WEVA prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Volleyball Safe Sport Handbook. WEVA has established policies to guide club travel, minimize one-on-one interactions and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience.

The club and its staff should take the responsibility of team travel with individuals or groups of young players extremely seriously. Clubs should have a zero tolerance policy for all players who violate any rule or code of conduct throughout the duration of the trip! From the moment a player arrives at the point of team assembly, to the moment team travel is complete, each player should be under the supervision of club staff, coaches, team chaperones or parents.

**For most clubs in our region, players and parents need to understand that the overall purpose of each trip is to participate in a volleyball tournament. Team social activities, while not discouraged, will come second to tournament requirements.**

The following list of travel policies are for informative purposes and may help in creating club travel policies when participating at "in region" and "out of region" tournaments. It is not intended to be a complete or definitive list and for the safety of our players, circumstances for any travel may require additional restrictions. This is merely a list of guidelines that clubs may opt to add to their own club travel policies.

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## **Overnight Stays and Travel**

The following expectations are those that WEVA has for all players when traveling with a WEVA team. The club and its staff are working hard to maintain a first class reputation; therefore, expectations for players are high. Those who fail to meet them will be subject to consequences that, depending on the severity of the infraction, may range from reprimand, to loss of playing time, to expulsion from the team.

### **General Conduct on the Road**

1. Players will act in an appropriate manner at all times. This includes volume of voices, choice of words, course of actions, choice of dress, respect to property (e.g., hotel and airline items), etc.
2. Each player is expected to treat all other players, teammates, coaches, referees, and fans with courtesy and respect.
3. Players must be on time for all team commitments.
4. The club's, and USAV's Alcohol, Drug, and Tobacco Policy will be strictly enforced.
5. Any additional costs incurred while traveling will be charged to the player. This includes the replacement costs of misused or stolen hotel items
6. Teams will clean up their areas prior to leaving any tournament site.
7. The team will make every effort to accommodate reasonable parental requests when a child is away from home without a parent. If any special arrangements are necessary for the child, the parents will be responsible to advise the appropriate team personnel who can either make or assist with making those arrangements.
8. Prior to any travel, the club and/or coaches will endeavor to make players and parents aware of all expectations and rules. Coaches will also support chaperones and/or participate in the monitoring of the players for adherence to curfew restrictions and other travel rules.
9. When possible, club will provide reasonable advance notice before team travel. Travel notice will also include designated team hotels for overnight stays as well as a contact person within the club or the team. This individual will be the point of contact to confirm your intention to travel and to help with travel details.
10. When visiting public places such as shopping malls, movie theatres, etc., players will stay in groups of no less than three. Athletes 12 and under must be accompanied by an adult.

## **Chaperones and Supervision**

1. No coach or chaperone shall at any time be under the influence of drugs or alcohol while performing their coaching and/or chaperoning duties.
2. Players at overnight tournaments will be under the supervision of their parent or a designated team chaperone. Coaches, club staff or parent volunteers can be used as chaperones. The parents or team chaperone will work with the coach in arranging details related to any/all overnight tournaments.
3. Males are preferred as chaperones for boy's teams and females are preferred for girl's teams, to facilitate engagement with the all players.
4. At any tournament, all players are under the supervision of coaches, chaperones, and club representatives from the designated point of assembly. Even if a player's parents attend the tournament, players are expected to adhere to club & team rules.
5. Any club staff member, coach or chaperone is authorized to reprimand or discipline any player found to be in violation of club policies. If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken, or immediately after. ***Severe or flagrant violations of the club's travel policies may result in the player being sent home immediately at the parent's expense.***
6. Each player will keep their coach, chaperone, or team representative informed of their presence at all times. This rule applies for all local, regional and out-of-region tournaments.
  - At tournaments, players may be dismissed from team functions (playing site areas, hotel, team dinners, etc.) only if their coach permits it and their parent/chaperone is present and they ask permission from coach beforehand.
  - If they receive permission to be dismissed from a team function, the player must inform coach and/or chaperone where they will be and their approximate return time.

## **Hotel and Airport Policies**

1. The coach of his/her designee will establish a curfew by when all players must be in their hotel rooms or in a supervised location. Regular monitoring and curfew checks will be made of each room by at least two properly background screened adults.
2. Players will not disturb other hotel guests/airline passengers or hotel/airline staff.
3. If a team is travelling together versus travelling with their own parents/responsible party at an airport (waiting at gate, walking around or at the baggage claim), players *must* always be in groups of three or more.

4. Players must remember that they are not only representing their team, but also their volleyball club, their school, city and state. We want to be able to return to these tournaments, hotels and fly the airlines for future tournaments, so please think and act responsibly.
5. Club teams traveling to out of town tournaments that require an overnight stay will have their rooms booked by parents, the club or parent representatives. Players may not make their own hotel arrangements. (*WEVA Policy*)
6. If parents elect to stay at a different hotel, or with family or friends, it is their responsibility to make sure their daughter checks in with the club coach, chaperone or supervising parent at designated times or prior to all team assemblies.
7. Players (or groups of players) may not stay overnight in a hotel room unless a supervising chaperone or responsible parent is staying overnight in the same hotel. (Adjacent or same floor rooms are recommended) (*WEVA Policy*)
8. Within the hotel, when team is being housed together, players *must* always be in groups of three or more. When staying in hotel with parents/responsible party the rule of three will not be enforced.
9. Outside of the hotel, players *must* have an adult staff member (coach, parent, or chaperone) accompany them. **NO Player** (even if they are 18 years old) is allowed to leave the hotel property without an adult.
10. Players are not allowed in hotel rooms occupied by non-club members or persons of the opposite sex. Non-club members are not allowed in players' hotel rooms. Club parents are considered members.
11. Players should never give any stranger the name of the hotel the team is staying at or the room number of any club player, even someone who identifies himself/herself as a college coach.
12. While in the hotel rooms, players must not leave doors open or prop doors open with latches or other items.
13. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with a minor player (unless the coach is a parent or relative of the player).
14. At no time should only one adult be present in a room with minor players, regardless of gender.
15. Individual meetings between a coach and a player may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present, with at least one of those adults being the same gender as the player.

16. Team personnel shall ask hotels to block adult pay per view channels for player-only rooms.

### **Vehicle Travel**

1. When riding/driving in vehicles to and from events, all players **MUST** buckle their seat-belts. This rule also applies to any player riding/carpooling with other families/adults. *(WEVA Policy)*
2. Players 18 and under may drive themselves to and from an event but may not transport players from other families without an adult chaperone in the vehicle or permission granted by the child's parent/guardian.
3. It is the responsibility of the parents to ensure the person transporting the player maintains the proper safety and legal requirements, including to but not limited to: a valid driver's license (knowledge of the number of individuals allowed in vehicle at one time, hours allowed for operation etc.), automobile liability insurance, a vehicle in safe working order and compliance with applicable state laws.
4. The employees, coaches and/or volunteers of a club or one of its teams, who are also not acting as a parent, should not drive alone with an unrelated minor.

### **Waivers**

1. If any of the above Hotel and Vehicle Travel Policies cannot be adhered to, parents must sign a waiver acknowledging their son/daughter's permission to travel to an event without an adult, to stay at a hotel without an adult, acknowledging there will be no supervision and releasing the club, the coach, the WEVA region and USA Volleyball from any and all liability. *(WEVA Policy)*
2. In the case of any waivers, club directors will need to verify the parent's signature and acceptance of unsupervised travel and hotel stays. *(WEVA Policy)*

### **WEVA Junior Club Travel Policy**

WEVA has deemed the following Team and Individual Travel Guidelines as **POLICY** and will enforce the five policies (previously presented as guidelines) below:

#### **Hotel and Airport Policies**

1. Club teams traveling to out of town tournaments that require an overnight stay will have their rooms booked by parents, the club or parent representatives. Players may not make their own hotel arrangements.

2. Players (or groups of players) may not stay overnight in a hotel room unless a supervising chaperone or responsible parent is staying overnight in the same hotel. (Adjacent or same floor rooms are recommended)

### **Vehicle Travel**

3. When riding/driving in vehicles to and from events, all players **MUST** buckle their seat-belts. This rule also applies to any player riding/carpooling with other families/adults.

### **Waivers**

4. If any of the above Hotel and Vehicle Travel Policies cannot be adhered to, parents must sign a waiver acknowledging their son/daughter's permission to travel to an event without an adult, to stay at a hotel without an adult, acknowledging there will be no supervision and releasing the club, the coach, the WEVA region and USA Volleyball from any and all liability.

5. In the case of any waivers, club directors will need to verify the parent's signature and acceptance of unsupervised travel and hotel stays.

Any concerns or issues with the WEVA Junior Club Travel Policy should be brought to the attention of the affiliated club director. Penalties for non-compliance with the Junior Club Travel Policy will be addressed by the WEVA Ethics Committee.