

# Appointment of touring team support officials

Effective Date: July 2002

The Club will appoint officials necessary to extinguish duty of care with regard to touring teams.

Touring teams are classified as follows:

- Road Trips—Intrastate
- National Championships

## **Road Trips—Intrastate**

Parents of traveling swimmers aged under 18 are required to nominate a guardian for the trip. Guardians are to provide written certification that they will accept responsibility for the well-being and conduct of the swimmer.

## **National Championships**

Swimmers achieving National qualifying time are eligible for participation in Club traveling teams, subject to the discretion of the coach and Committee.

The Club may appoint the following persons for traveling teams:

- (a) Coach
- (b) Assistant Coach
- (c) Manager
- (d) Parent Guardians

The Coach will be the Head Coach or delegate as nominated.

Assistant coaches will be recommended by the Head Coach to the Club should swimmers traveling exceed 12 swimmers.

The Club shall call for nominations of Manager at least two months prior to National Championships. The criterion for selection of a Manager is:

- (a) Preferably to have had previous experience in managing a traveling sporting team
- (b) Knowledgeable of responsibilities of swimmers at Nationals championships
- (c) Demonstrated ability to manage a large team comprising teenagers
- (d) Demonstrated ability to manage individual physical and emotional needs of swimmers competing in major swim meets
- (e) A current driver's license and a willingness to drive large vehicles.

The Manager's responsibilities include:

- Booking of swimmer airfares, confirm accommodation, uniform and ground transport
- Obtaining reimbursement from swimmers for cost of Nationals before trip before the event
- Preparation and co-ordination of swimmer meals, with assistance as relevant from nominated Parent Guardians
- Manage ground transport arrangements
- Be responsible for the good conduct of swimmers
- Provide encouragement to all swimmers to assist general motivational outcomes

- Transport swimmers on location including driving mini buses as required
- Required to be at the team's disposal during the competition
- Stay with the team
- Liaise with parents of swimmers as required
- Be a financial member of West Coast
- Secure value for money accommodation for the following National Championship
- Consult with Committee Executive for ratification of financial commitments.

The Club, on the recommendation of the Head Coach, shall call for nominations of Parent Guardians at least two months prior to National Championships where the number of swimmers aged less than 18 years of age exceeds 12. The criteria for selection of a Parent Guardian are as per criteria for the Manager. Duties include:

- Under direction of the Manager, assist with the preparation and co-ordination of swimmer meals
- Be responsible for the good conduct of swimmers
- Provide encouragement to all swimmers to assist general motivation outcomes
- Drive swimmers to and from their activities
- Required to be at the team's disposal during the competition
- Stay with the team
- Liaise with parents of swimmers as required
- Be a financial member of West Coast.

Funding for Club appointed positions is, subject to the capacity of the Club to pay:

- (a) Head Coach—airfares and accommodation. Coach to contribute to meals, as do swimmers
- (b) Assistant coach—as for Head Coach
- (c) Manager—as for Head Coach
- (d) Parent Guardians—Club to contribute up to 100% of accommodation costs.

Selection panel for appointment of Manager and Parent Guardian(s) to comprise Head Coach, President, Vice President and Senior Liaison Officer. Head Coach to have two votes to one each for President and Vice President and Senior Liaison Officer.