

Club de canoë kayak de Pointe-Claire

TEAM TRAVEL POLICY AGREEMENT

The Pointe-Claire Canoe Kayak Club (referred to as the “Club”) is a competitive paddling club that strives to provide its athletes with the proper environment to help them reach their fullest potential as winning paddlers and successful, productive individuals. During team travel, the way our athletes conduct themselves reflects on them and on the Club. Team travel is defined as attending an event out of town, during which athletes are under the supervision of the Club (the Club’s staff and/or designated chaperones). The Club is committed to taking all reasonable measures to provide all of its paddlers with safe and rewarding team travel experiences. The Club also wants to make sure that its paddlers are welcomed back as repeat guests to hotels. Before embarking on a team travel meet, we ask that all paddlers and their parents review and sign this agreement so that all athletes and parents know what is expected of them during team travel.

No athlete may participate in a team travel event if they have not signed the Code of Conduct for Team Travel document.

Code of Conduct for Team Travel

During team travel, all athletes shall follow the guidelines established by the Club’s staff and designated chaperones, as well as the Code of Conduct.

1. All athletes shall comply with curfews that are set by the Club’s staff and chaperones.
2. When staying at a hotel during team travel, athletes shall refrain from the following behaviour (minor infractions):
 - Running, loitering or yelling in hotel hallways, causing excessive noise by playing any audio device loudly;
 - Interfering with the sleep of other athletes in the same or other hotel rooms, or other hotel guests;
 - Entering into areas of the hotel for which the public does not generally have access;
 - Engaging in inappropriate behaviour of any kind, including but not limited to rude or profane language or gestures, theft, violence, and bullying;
 - Exchanging hotel rooms assigned to them with other athletes, without the express permission of the Club’s staff or chaperone;
 - Having mixed company in a hotel room unless prior consent has been granted from the Club’s staff or chaperone (for athletes under 18 years of age, hotel room doors shall be kept wide open at all times when in mixed company, unless there is chaperone supervision).
3. Any behaviour or activities resulting in damage to the hotel or hotel furnishings, damage to personal property of others, or injury to others shall be deemed to be a minor or a major infraction, depending on the damage and at the discretion of the Club’s staff or chaperone. Any cost resulting from the damage will be the sole responsibility of the athlete and their parents.

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4. During team travel, no athlete under the age of 18 shall leave the competition site, hotel, or restaurant without the express permission of a Club employee or chaperone. Moreover, if the athlete is under the age of 14, they shall not leave unless they first have express permission and, at the discretion of the Club's staff or chaperone, they are accompanied by either a Club employee, chaperone, or two or more athletes over the age of 14.
5. Athletes under the age of 18 shall refrain from any form of sexual activity during team travel. Engaging in any form of sexual activity during team travel shall be deemed to be a major infraction.
6. Athletes shall not be outside of their assigned hotel rooms or leave the hotel after curfew without the express permission of the Club's staff or chaperone. An athlete who is outside of their assigned hotel room after curfew without express permission shall be deemed to have committed a major infraction.
7. During team travel, athletes who are not of legal age to consume alcohol for the travel location shall refrain from consuming any alcohol while under the supervision of the Club. Regardless of age, athletes shall also refrain from consuming any non-medicinal drugs during team travel. Consuming alcohol while under age and consuming any non-medicinal drugs and are both considered major infractions.
8. In the case of athletes who are of legal drinking age for the team travel location and while under the supervision of the Club, the following are considered major infractions:
 - Providing alcohol to underage athletes,
 - Consumption of alcohol in an excessive, irresponsible or unreasonable manner.

Any athlete of legal drinking age who consumes alcohol during team travel recognizes that they are doing so entirely at their own risk and without the supervision of the Club, its employees, directors, officers or volunteers and in so doing, that athlete releases the Club from any liability for any damages or injury incurred by the athlete in any way relating to or arising out of this consumption.

Minor infraction

If a chaperone or the Club's staff observes or is advised of the involvement of an athlete in a type of behaviour considered a minor infraction, they may at their sole discretion either:

- provide a verbal warning to the athlete;
- if deemed necessary, complete and submit a team travel incident report to the Club's Board of Directors within 14 days from return of team travel.

A written warning may be issued for a minor infraction. Additional sanctions are at the discretion of the coaching staff.

Major infraction

If a chaperone or the Club's staff observes or is advised of the involvement of an athlete in a type of behaviour that is a major infraction, they must:

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- inform the coach responsible for that athlete at the current paddling event as soon as possible;
- complete and submit a team travel incident report within 14 days from the return of team travel.

The consequence for a major infraction may lead to the immediate expulsion of the athlete from the event. Any costs incurred from the expulsion of an athlete will be the sole responsibility of the athlete and their parents. Additional sanctions may be imposed after the incident report has been reviewed by a disciplinary committee.

If a Club employee or chaperone reasonably believes that offending types of behaviour has occurred but is unable to determine which specific athlete or athletes are responsible, they must follow the process outlined in this Team Travel Policy Agreement for all athletes whom they reasonably believe were involved in this type of behaviour.

As a member of the Pointe-Claire Canoe Kayak Club, I understand (my child understands) and will comply with this Team Travel Policy Agreement and Code of Conduct. Conduct which violates this Team Travel Policy Agreement may be subject to sanctions under this Team Travel Policy Agreement.

Signing this document constitutes an agreement to comply with this Team Travel Policy Agreement.

First parent's/guardian's name	Signature	Date
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Second parent's/guardian's name	Signature	Date
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Athlete's name	Signature	Date
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