

# TRAVELING IN A TEAM POLICY

A Tournament, training camp or international tour should be an enjoyable experience both in and out of the pool. For this to happen it is essential that discipline and good behaviour is maintained in the team during the trip. A great deal of planning is required to ensure that teams travelling do so within the required parameters under the policies of the MCWPC.

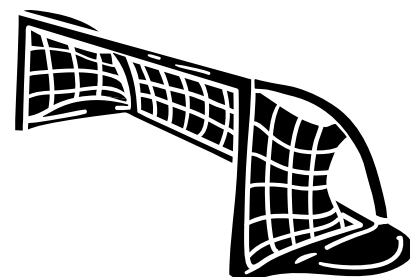


This policy outlines MCWPC policy on teams from MCWPC touring and playing in regional, interstate and international tournaments, training camps and carnivals. This document is designed to assist and manage player and parent expectations and maintain MCWPC standards.

This policy specifically relates to players. It also includes coaches and managers and parents and guardians on the tour.

## EVENT PREPARATION AND PLANNING

The MCWPC Board must meet with the coach and team manager(s) to discuss the travelling team's arrangements and identify adults attending in a non-official capacity.



### NO. OF ADULTS

A minimum of two adults will travel with a team of up to 14 players. One of these adults will preferably have a First Aid qualification. These adults must have a current Working with Children accreditation. In the case of a girls travelling team there must be either a female coach or manager.

A briefing meeting will be held before the tour for MCWPC Board member representative(s), the players and parents of the travelling team members. At this meeting:

- Roles of each of the travelling club official will be explained, the final itinerary will be presented and all outstanding medical and consent forms will be collected
- Standard behaviour of all travelling team members and their parents will be outlined
- Medical details forms will be signed and submitted

### TRAVEL INSURANCE

Once deposits have been paid for the trip, it is strongly suggested that players take out personal travel cancellation insurance as the MCWPC does not have cover for cancellation for any reason, including injury or illness. Players will be liable for any expenses not able to be refunded. Travel insurance is also recommended.

# DURING THE TOUR



## BEHAVIOUR

Travelling to a tournament or training camp as part of a team can be a great experience for every player and can have a positive impact on their personal development.

MCWPC are proud of their players and spectators and expect the highest standard of sportsmanship and respect for all water polo officials and opposition during tournaments.

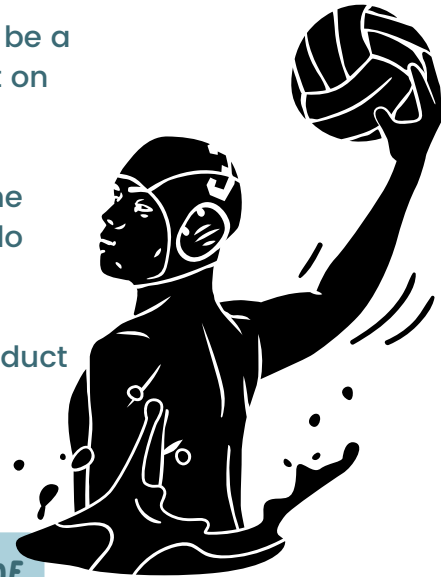
All players and parents must be aware of the MCWPC Code of Conduct policies.

## COMMUNICATION

MCWPC advocates open communication. It is an expectation that players speak directly to the coach about pool issues. All other matters of concern should be discussed with the team manager only. Players must strictly obey all instructions from team officials.

## POOL TIME

The decision regarding a player's pool time is at the discretion of the coach. Factors that play into it are turning up to trainings, behaviour, listening to advice, teamwork and putting in effort



## TEAM MEETINGS

Regular team meetings are compulsory for all players to attend. Team strategies, team morale, schedules, changes to game times and or travel arrangements may be discussed.

## UNIFORMS

All players are required to look smart and professional at all times. Players are required to wear their MCWPC uniform when travelling to and from the airport, to and from the pool each game and during any official functions. MCWPC travelling uniform consists of:

- MCWPC Hoodie
- Yellow MCWPC Surf Shirt
- Blue Surf Shorts (Males) and Black shorts/leggings/track pants (Females)
- Runners or sports shoes (no sandals/thongs/Ugg boots)

It is also recommended in case of lost or delayed luggage players ensure they carry in their carry-on luggage - bathers, mouthguard, swim cap, identification and money.

## OUTINGS/SECONDARY ACTIVITIES

Travelling teams may decide to undertake sightseeing or cultural activities if the playing/training schedule permits. This is usually done in agreement with the players and may require additional funds.



## HEALTH ISSUES

Basic first aid is provided by various pools at events and travelling teams will have access to a basic first aid kit. MCWPC recommend players bring the following as a personal first aid and rehab/recovery kit:

|                    |                    |                            |                            |
|--------------------|--------------------|----------------------------|----------------------------|
| Hand Sanitiser gel | Vitamin C          | Panadol/Nurofen            | Betadine gargle            |
| Cough lozenges     | Band Aids          | Tissues                    | Cold and Flu tablets       |
| Saline eye wash    | Aqua ear           | Personal hygiene products  | Asthma inhaler (if needed) |
| Strapping tape     | Ice pack/heat pack | Massage ball / foam roller | Theraband                  |

Please be advised that Team Managers are unable to dispense any medications to players. If players are travelling with any medication it must be placed in a clearly labelled zip lock bag, including a note indicating parental consent given to the team Manager, which the player can then access under supervision if required. If players feel unwell or are injured they need to advise the Team Manager as soon as possible.

Players are responsible for:

- Being clear about warm up and rehab programs and performing them pre and post games
- Taking own therabands
- Packing massage ball/foam roller
- Providing own strapping tape
- Optimising recovery pots training/games by rehydrating, good nutrition, ice baths, rest, stretching

There are a number of steps that all team members can take to minimize their risk of infection or shorten the duration of illness mainly by frequent hand washing with a waterless hand wash and thorough drying:

- Before eating or touching face
- After training
- After using tissues
- After exposure to a high- risk person or place (such as communal areas)

## ACCOMMODATION ARRANGEMENTS

MCWPC will book all player accommodation. Shared accommodation is the norm with usually 2-3 players per room and with their own beds. MCWPC expects players to respect each other and each other's property. Team members must let each other sleep, rest and support each other.

Team members are expected to:

- Check for any damage premises on arrival and notify Team Manager
- Keep their room/apartment tidy
- Request the permission of the Team Manager before leaving the accommodation area
- Know where your Team officials are staying
- Move in pairs to sleeping areas where toilets, shower, laundry facilities are separate

## TRAVELING PARENTS

Tours and tournaments can be a fantastic bonding exercise for the players. MCWPC officials welcome and appreciate the support of parents attending as spectators to support their children and their teams. Parents may be called upon to assist by the Team Manager. This could be in the form of:

- Table duty
- Goal judge
- Providing lunches
- Social media updates

Parents are also reminded of the following:

- Respect decisions made by the Coach and Team Manager
- Spectators are not allowed on pool deck or on the bench during tournaments. Only the Coach and Team Manager are allowed
- Permission from the Team Manager to visit your child's room
- Players must not be taken from the travelling team at any time without the permission of the Team Manager. It is important the Team Manager knows where your child is at all times
- The Team Manager is always your first point of contact for any concerns. Please refrain from approaching the Coach or other parents



## CODE OF CONDUCT

MCWPC expects all players and officials to abide by the MCWPC Code of Conduct. Consequences for breaches of the Code of Conduct whilst on tour will be dealt with immediately by the Team Manager and can include:

- Game suspension
- Notification of parents
- Report to MCWPC Board
- Being sent home at parents cost

The MCWPC will consider if any further consequences are required for the code of conduct breach. These consequences can include:

- Further suspension from games
- Report to State and National Water Polo Association



## AFTER THE TOUR

A brief Tour report will be compiled by the Team Manager and presented to the MCWPC Board.

Players will be also sent a confidential survey to be completed by the players only, with the information gained to improve future MCWPC tours and events.



# TRAVELING OFFICIALS POLICY

## MCWPC COMMITMENT

MCWPC is committed to ensuring the safety and well-being of all young people involved in our sport. The role of Travelling Officials is a part of that commitment.

We are committed to providing the best possible support for Travelling Team Officials and the young people with whom they work with and have under their care and guidance. This position also plays an important role in creating a positive team culture and fostering cooperation and team spirit.

Travelling Officials are any Team Coach, Assistant Coach, Team Manager or supervising adult appointed by MCWPC for the supervision of athletes. The Travelling Official to athlete ratio will be at least 1:8 or one Travelling Official for every eight athletes.

## TRAVELLING OFFICIAL RESPONSIBILITIES

The Travelling Officials role will vary from one team or event to the next. The final list of responsibilities will be determined by MCWPC depending on the athletes age, the event and the qualifications of other accompanying adults.

Travelling Team Officials will be required to:

- Ensure athletes are supervised at all times.
- Keep records of any instances when an athlete is released into the care of their parents.
- Ensure athletes do not enter the accommodation of any other team/gender and only access the building/rooms allocated to the team.
- Ensure the schedule is followed for example – curfews, meal times, training sessions, team meetings, games.
- Make sure athletes have the correct clothing and equipment they need for competition of training
- Ensure all athletes attend all meals and supervise athlete involvement in meal preparation and cleaning up.
- Enforce the MCWPC Code of Conduct, rules and report any infractions to the MCWPC Board immediately.
- Handle any emergencies with common sense.
- Accompany an injured or ill athlete who needs medical attention.
- Make sure all other relevant policies are adhered to.
- Work co-operatively with other Team Officials.
- Help supervise travel schedules and travel logistics.
- Minimal consumption of alcohol
- Safeguard the athlete's valuables, passports and money when appropriate.

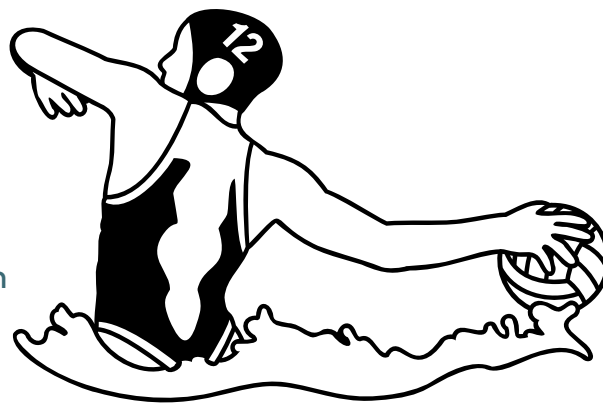
## TRAVELLING TEAM OFFICIAL SELECTION CRITERIA

Any person being considered for the role of Travelling Team Official must:

- Be over the age of 18
- Have a current Working with Children Check
  - Be registered
- Possess a current driver licence
- Have a current First Aid certificate (with current CPR)

## ACCOMMODATION

Where possible Travelling Team Officials will be given their own separate room. However occasionally may be required to share a room with another team official.



## EXPENSES

Travelling Team Officials are generally appointed on a voluntary basis but the following expenses will be covered:

- Team uniform
- Return flights (where applicable)
- Transport/Car hire whilst on tour
  - All meals
- Any entry fees

Where a Travelling Team Official is required to purchase items in relation to the tour an expense for/spreadsheet must be completed listing all expenses for reimbursement along with the original receipts.

