

**ZONE-4 TEAM MANAGER / CHAPERONE Application and Code of Conduct**  
**2022 Zone Challenge Meet**

**Completed application must be RECEIVED by Friday January 28, 2022**

**(see submission instructions below)**

*All information listed here except name, club, and phone # is for reference and will not be given out without your authorization*

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Home phone:** \_\_\_\_\_ **Work phone:** \_\_\_\_\_

**Cell phone:** \_\_\_\_\_ **email:** \_\_\_\_\_

**Club:** \_\_\_\_\_ **USA Swimming ID# (if any):** \_\_\_\_\_

(NOTE: chaperones will be required to complete USA Swimming non-athlete membership, including background check and athlete protection training, by February 15, 2022.)

**Emergency Contact:**

**Name:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_ **Phone#:** \_\_\_\_\_

**Physician Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Any special conditions or medication:** \_\_\_\_\_

**Sweatshirt Size:** \_\_S\_\_ \_\_M\_\_ \_\_L\_\_ \_\_XL\_\_ \_\_XXL\_\_ **Food allergies:** \_\_\_\_\_

**Previous Experience:** (Please list any previous experience as an all-star travel-team manager or chaperone)

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**INSTRUCTIONS FOR SUBMISSION:**

1. Please fill out both pages electronically if you can, and save the completed form as a document on your computer or device. *Signature may be typed, no need to print and scan.*
2. Attach the document as a file to an email and send to Kelly Schott at [kburnight@hotmail.com](mailto:kburnight@hotmail.com)
3. Completed form must be received by Friday January 28, 2022.
4. If you are not able to submit the form as above, please email the above address for further instructions.

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**Manager / Chaperone Code of Conduct**

I, the undersigned staff member agree to participate in the Pacific Swimming sponsored activity named below.

I agree to abide by the standards of conduct outlined below, in addition to those guidelines established by the activity director at the activity site. Any additional guidelines regarding conduct will be presented at the first team meeting following establishment of these guidelines.

1. Staff members are required to attend all team functions. These include, but are not limited to, meetings, training sessions, practice sessions, competitions, exhibitions and press conferences unless excused by the activity director.
2. The possession or use of alcohol, tobacco or any non-prescribed drugs is prohibited.
3. Staff members are prohibited from wearing any home team clothing or trying to recruit athletes, either directly or indirectly, for their home club.
4. Staff members are required to help supervise the athletes at all times during the activity. (In 2022 this will be limited to on the pool deck during the competition, and any other group activity on Saturday)
5. Barring acceptable extenuating circumstances, failure to comply with this Code of Conduct may result in the following:
  - a. Code of Conduct violations will be immediately referred to the Zone Board of Review.
  - b. Loss of compensation for the activity
  - c. Suspension from participating in future activities
  - d. Reimbursement to Pacific Swimming for all costs incurred on my behalf
6. Any disciplinary action may be appealed in accordance with USA Swimming Rules and Regulations Part Four and Pacific Swimming Bylaws Article 10.

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Signature

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Date

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Print Name