

Chaperone Policy

This policy shall be considered in conjunction with FPSC's Code of Conduct (www.freestylepanorama.com/policies). Where any conflict exists, the conditions outlined in said Code of Conduct supersede this Policy.

Objectives:

- To facilitate a positive team and club culture by ensuring the safety and well-being of all athletes involved in FPSC activities.
- To clearly define the role and responsibility of chaperones.

Details

- FPSC will appoint and use a chaperone for any FPSC-associated event where:
 - any of the athletes involved are minors (i.e., younger than the age of 18 at the time of the event); *and*
 - the minors' parents or guardians are not immediately available; *and*
 - the event involves at least one overnight stay (e.g., away competitions, camps, etc.).
- The chaperone to athlete ratio will be at least 1:8 (one chaperone for every 8 athletes under the age of 18).
 - In situations where athletes are housed in separate dwellings with no common entrance / lobby (e.g., fully separate houses or townhouses with a front door that leads directly into the dwelling, at least one chaperone must be present in each house at a ratio of 1:8.
 - In situations where athletes are housed in accommodation accessed by a common entrance / lobby followed by a private door (e.g., hotels, hotel-style condos) at least one chaperone must be present in each hotel / condo complex at a ratio of 1:8.
- The chaperone must:
 - be at least 21 years of age at the time of the event;
 - have an approved, up-to-date (no more than 2 years old on the last day of chaperoning) vulnerable sector check filed with FPSC;
 - be a parent, guardian of an athlete present at the event;

- possess a valid drivers' license.
- For mixed events/accommodation or all-female events/accommodation, at least one chaperone must be female.
- Note: The “Rule of Three” must be followed at all times. FPSC does not permit athletes to travel alone with coaches or chaperones.
- An FPSC Coach may act as a chaperone as long as a minimum of one chaperone is a parent or guardian.

Chaperone Responsibilities

The chaperone's responsibilities include, but are not limited to:

- Ensuring the schedule is followed (e.g., curfews, meal time, training sessions, etc.).
- Aiding in the safe delivery and return of athletes between the field of play and the team accommodation.
- Knowing the location of all athletes at all times and being present in the team accommodation between the hours of 10pm and 6pm unless these hours fall outside of required training. Note that athletes on rest days/times that have received permission from their parent or guardian are allowed a certain amount of 'freedom' as mutually agreed by the parent and chaperone.
- Reviewing with athletes their checklists of required clothing and equipment needed for training; and helping athletes ensure that their equipment is properly cared for and ready for use each day.
- Ensuring that any “in house” meals are appropriately organized and prepared (note: the chaperone is not responsible for preparing meals, only for ensuring that the task is adequately completed).
- Enforcing the rules for acceptable behavior set forth by FPSC's Code of Conduct and reporting any infractions to FPSC Head Coach and President.
- Handling any emergencies with common sense and according to FPSC's emergency procedures and Code of Conduct.
- Accompanying (or delegating the accompaniment to another trusted adult) any athlete that requires medical attention and contacting the appropriate emergency contacts. Remember the 'rule of 3' when assessing transportation and care options (refer to FPSC Code of Conduct).
- Maintaining a list of key people such as parents and/or athlete emergency contacts.

- Purchasing food and supplies on behalf of the athletes, coaches, and co-chaperones (to be reimbursed - see below).

Remuneration and compensation

All chaperone duties are completed on a voluntary basis however, the chaperone shall be:

- provided a room (private room, wherever possible);
- provided food (or reimbursed upon presentation and approval of receipts); and
- compensated for mileage used to transport athletes between the field of play and the team accommodation at a rate of \$0.68/km for the first 5000 km and then \$0.62 for each additional km or compensated for gas purchases (upon submission of gas receipts).

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