



UPPER ARLINGTON CREW

Parent/Athlete Handbook



ROW BEARS!

(Revised: 9/2018)



CREW AT UPPER ARLINGTON HIGH SCHOOL

UA Crew began in 1993 with 25 athletes and the first varsity letters were awarded by the UAHS athletic department in 1995. By the spring of 2018, we had over 130 athletes on the men's and women's team.

A parent's association was formed to help run the club and raise funds for the purchase of equipment. In March 1995, the Parent's Association incorporated and became **Upper Arlington Crew Inc.** (UA Crew, Inc.). In 1997, a petition for 501(c)(3) status was granted and UA Crew Inc. became a not-for-profit Ohio corporation exempt from federal income tax.

OUR SEASONS

Rowing participation at Upper Arlington is divided into four distinct seasons:

- **Fall Club season; competitive head racing**
 - Athletes do not have to be UA residents or students of UAHS, but must high school aged
- **Winter conditioning**
- **Spring Varsity season; competitive sprint racing**
 - Athletes must be UAHS students or high school age residents of UA with approval from the athletic department (i.e. home schooled)
- **Summer Off-season training**



EXPECTATIONS

All UA Crew interactions should be based on mutual respect, with every conversation started with the assumption that each person's goal is to do the right thing for the team and provide the best experience for each athlete.

If you don't understand something or have a concern, ASK. Don't allow an issue to fester and turn into something larger than it should be.

Every athlete should expect to be treated fairly. Every athlete will not necessarily be treated equally. Because this is a competitive sport, coaches must develop line ups and assign boats based on athletic performance as well as other less tangible issues. Seat assignments are at the sole discretion of the coaching staff.

COACHES

- Respond to verbal requests, emails or texts for information quickly (email within 24 hours/texts same day)
- To avoid potential issues, always copy another coach or adult on texts or email conversations with an individual athlete.
- Read all Crew communication.
- Check uacrew.org email daily during the season.
- Decisions the impact both teams must be made jointly between the head coaches; this includes equipment, regatta selection and qualification decisions.
- If you are unable to attend practice, notify another appropriate coach.
- Ensure there is a primary/lead coach for each boat at every practice and regatta.
- Follow rules of the water.
- Take attendance at practice. If athlete doesn't meet expected attendance minimum, gym credit may not be awarded for spring season or athlete may be cut.
- Explain significant team or boat changes to athletes; answer any questions that may result.
- Provide boat line ups a minimum of 24 hours before the team departs for a regatta.
- If there is a change required at a regatta, communicate first to the chaperones and/or regatta chair. Do not change plans directly with the athletes—let the parent volunteers coordinate and communicate any changes to original regatta logistics.

PARENTS

- Check your uacrew.org email daily during the season if you are a board or trustee member.
- Respond to verbal requests, emails or texts for information quickly (email within 24 hours/texts same day).
- Honor your family's volunteer commitment.



- Pay all fees on time or confirm payment plan with the treasurer in advance of the payment deadline.
- Support your athlete's participation in our annual fundraiser.
- Complete all elements of registration (with accurate, frequently checked email addresses).
- Download TeamSnap. This is how we provide regatta updates.
- Read all Crew communication. The website always has the latest newsletter and regatta information sheet posted.
- Pick up your athlete on time at the end of each regatta.
- Recognize that "UA Crew" represents two distinct competitive teams: Men's Crew and Women's Crew. As such, each team's approach, structure, training methods, scrimmages, practice times etc. may vary. It is only the parent organization that operates as one team to simplify regatta planning, travel, fundraising, logistics etc.
- Honor the Crew process for issue resolution. (See Next Section).

ATHLETES

- Respond to verbal requests, emails or texts for information quickly (email within 24 hours/texts same day).
- To avoid potential issues, always copy another coach or adult if you are sending an individual text or email to your coach.
- Attend every practice on time and commit to regatta attendance. Gym credit spring season depends on attendance minimum.
- Have a 7/16" wrench at practice.
- Follow rules of the water.
- Read all Crew communication.
- Participate in our annual fundraiser.
- Ask your coach when you have a question or concern. Because crew is a competitive sport, you will not always like what you hear, but you have a right to understand each decision. Recognize that you will not be penalized for asking.
- Honor the Crew process for issue resolution (See next section).
- As a team sport, you will be expected to stay the entire time at every regatta. Everyone waits while not racing; you are still needed for rigging, boat launching, boat recovery, clean up and most importantly, cheering on other boats.
- Represent Upper Arlington well at every regatta. Follow chaperone and coach requests. Be respectful. Refer to the handbook for more specific expectations.
- Download and use TeamSnap
 - Availability must be marked **two weeks prior** to every regatta.
 - At the two-week mark, only those athletes who have responded "Yes" will be included on the regatta list. "Maybe", "No" or no answer will be considered as non-attendance.
 - That regatta list will be used to finalize transportation, food, hotel and **boat line-ups**.



- Do NOT assume telling your coach at practice counts. We will only build the regatta list from Team Snap and will share this list with the coaches.

****Each coach may add some additional specific athlete requirements. These are in addition to those noted above.****

The coach's primary relationship and responsibility is to the athlete. Parents should encourage healthy communication between coach/athlete with minimal interference.

The types of communications and behaviors that parents should expect from the coaching staff include:

- Practice schedule and locations
- Competition schedule, location & race times
- Any injury that a student has incurred during practice or competitions
- Discussions about any issues that might or will require possible or intended disciplinary action including program exclusion
- Discussions concerning a athlete's skill development and improvement, academic eligibility or performance, behavior or conduct at school, practice or competitions.

CREW PROCESS FOR ISSUE RESOLUTION

- If your athlete is frustrated or has a question, encourage them to talk to their primary coach.
- After that, parents should follow up with the athlete's primary coach and Head Coach WITH their athlete included in the conversation. We believe this two-step process should eliminate nearly all issues.
- If the issue remains, families should then contact the Varsity head coach (if this is not their immediate coach) and a meeting can be scheduled between the two coaches, the athlete and parents.
- If there is still no resolution, the parents should then contact the athletic department directly. The parent board/trustees are not appropriate liaisons between the coach and another family.
- Help your athlete filter issues—Are they upset about a competitive situation and simply don't like what they've been told, or is this a situation that definitely requires follow up?
- Please remember in these meetings, it is not appropriate to discuss other athletes.



UA CREW STRUCTURE

1. Membership:

All parents of athletes who have registered to participate in UA Crew are considered members of UA Crew, Inc. Participation by all parents is expected in order to make this a worthwhile endeavor for each athlete.

2. Meetings:

- There is an annual general meeting of the Corporation held each May, usually as part of the scheduled Board meeting.
- The Trustees and Board each meet monthly during the season and as needed off-season.
- “Meet the Team Night” is held at the beginning of each season (fall and spring).

3. Officers/Trustees:

The affairs of UA Crew, Inc. are managed by the Officers/Trustees, which is currently comprised of five officers.

- All officers/Trustees must have athletes on the team. The trustees are not compensated for their services.
- They are elected by the membership at the annual meeting in May.
- All officers must have an athlete on the team and are elected to serve a one-year term, although the treasurer usually agrees to run for two sequential terms and the 1st Vice President generally runs for the office of President the next year.
- The officer/Trustees are:
 - **President** (Principal executive officer of the corporation who generally supervises and controls all of its business and affairs);
 - **1st and 2nd Vice-Presidents** (Assists the President as needed and assumes the duties of the President in his or her absence or a vacancy of the office.); One oversees Safety/Equipment, the other oversees Regatta logistics.
 - **Treasurer** (Responsible for all financial records, funds and records of the corporation.); and
 - **Secretary** (Keeps minutes for all meetings and is custodian of all corporate records.)



4. Advisory Board:

The Board is composed of the Officer/Trustees and key Chairs, including:

- **Communications Chair:** responsible for weekly communication with athletes and their families. This may include social media, TeamSnap, website etc.
- **Equipment Chair:** works with the coaches to determine the equipment needs of the team, to maintain the current equipment and evaluate/plan for replacement, and to maintain and repair the physical facilities.
- **Food Chair:** plans, purchases and oversees preparation of the food for the athletes at all regattas. \
- **Fundraising Chair:** plans events or activities to raise funds for the organization to offset operating and equipment purchases.
- **Regatta Chair:** Plans regatta travel (buses or airfare), hotels and catered meals.
- **Volunteer Chair:** identifies needed volunteer positions and establishes process for sign up (currently use SignUpGenius.com). Explain needs and remind parents of their volunteer responsibilities.
- **Chaperone Chair:** oversees athletes during regattas, including at the hotels and during meal times. Responsible for evening bed checks. If any behavior issues arise, the head chaperone is to be notified immediately and he/she must then notify the athlete's head coach and/or UAHS Athletic Director, depending on the violation. Conduct should be gauged based on this handbook, as well as the UAHS Students Rights and Responsibilities and UA Athletic Code. Chaperone chair and all chaperones must complete a UA Schools background check.
- **Lost & Found Chair:** collects lost items after each regatta; cleans and returns them to the boatyard the following week. Unclaimed items are donated at the end of each season.
- **Website Chair:** runs and maintains uacrew.org.
- **PR Chair:** promotes UA Crew through media connections and in the community.



- **Events Chair:** Coordinates volunteers and directs the planning for each Crew event, such as Meet the Team, 4th of July parade, alumni events.
- **Alumni Chair:** Promotes communication and donations from UA Crew alumni.
- **Safety Chair:** Oversees all aspects of safety on the water. Includes swim tests, adherence to rules of the waterway and adequate safety equipment for athletes and/or coxswains. Confirms required training for coaches, athletes and parent volunteers.
- **Haxton Chair:** Coordinates planning and execution of team's annual commitment to host the Haxton Regatta. Works with Greater Columbus Rowing Association (GCRA) to combine planning details as possible with the Speakmon Regatta.
- **Clothing Chair:** Identifies supplier and coordinates ordering and delivery of uniforms, spirit wear, yard signs and any other selected promotional items.
- **Summer Chair:** Helps organize and execute the summer Learn-to-Row and Competitive rowing programs. This includes at least one summer regatta.

A NOTE ABOUT COMMUNICATION

In order to keep parents/athletes up-to-date, UA Crew relies on the following forms of communication:

- The Website (www.uacrew.org)
- Regatta Information Sheets, ideally sent by the Wednesday before each regatta
- TeamSnap
- Weekly UA Crew newsletter. This will not be sent until *after* communication lists are updated at the beginning of each season.
- Direct emails from coaches
- E-mail (Both parent and student addresses)



PARTICIPATION / ELIGIBILITY

- Fall season: Any high school aged student, regardless of home address or attended school
- Spring Varsity season: Any student who attends Upper Arlington High School on a full time basis (including foreign exchange students) or any Upper Arlington resident who is approved by the high school athletic department, i.e. homeschooled
- Winter and spring conditioning: any high school aged students, with preference given to Upper Arlington residents/UAHS students.

- During any season or conditioning period, participation numbers may be limited due to logistics or equipment availability.
 - o The number of spots available is to be recommended by coaches and approved by trustees.

- During any season or conditioning period, athlete cuts may be made at the coaches' discretion and based on team size, performance, attitude, participation, safety or any other issue the coach determines is detrimental to the team.

Participation is also dependent on timely payment of fees or an accepted payment plan. If fees are not made by the season deadline and all aspects of registration completed, the athlete will not be allowed to practice until the situation is rectified.

Prior to participating Novice year, all athletes must complete a swim test. Before registration is complete, parents must certify that their child is able to tread water and is able to put on a Personal Flotation Device while in the water.

NOVICE/VARSITY DEFINITION

Regardless of current class rank, every new athlete will be considered a "Novice" for one calendar year. For example, if an athlete foregoes fall season and does not compete with the team until spring, they will not advance to the Varsity level until the following spring season, unless the coach decides otherwise.

To further define Varsity, it may be useful to understand that the third and fourth boats are roughly the equivalent of a JV team in another sport, such as football or basketball. These boats have their own primary coach. Should you have any questions and your athlete is in the third or fourth boat, you should initially contact the primary coach. (See Issue Resolution Section)

ACADEMIC REQUIREMENTS/OHSAA APPLICABLE RULES

All student athletes must abide by the requirements listed for extra-curricular activities in the Ohio High School Athletic Association Rules and the UAHS Student Handbook (distributed at



the time of registration or available at UAHS). This includes adequate credit hours and acceptable grade point average as determined by the high school.

CODES OF CONDUCT

All participants in the UA Crew Rowing Program are expected to maintain reasonable standards of moral character and citizenship as students and as athletes. In addition to the points outlined in this handbook, all UA Crew athletes are expected to comply with these key codes of conduct:

- **UAHS Student's Rights and Responsibilities Handbook,**
https://www.uaschools.org/Downloads/UAHS_Athletic_Code_2017_2018_Exhibit_A23.pdf
- **UAHS Athletic Code,**
https://www.uaschools.org/Downloads/2017-2018_SRR_Handbook_ADA3.pdf
- **Upper Arlington Schools Athletic and Extracurricular Handbook for Families,**
[http://www.uacrew.org/Downloads/2018%202019%20UA%20Schools%20Athletic%20and%20Extracurricular%20Handbook%20\(1\).pdf](http://www.uacrew.org/Downloads/2018%202019%20UA%20Schools%20Athletic%20and%20Extracurricular%20Handbook%20(1).pdf)
- **UAHS Culture Playbook,**
http://www.uacrew.org/Downloads/UAHS_Culture_Playbook3.pdf

SAFETY

In addition to the codes of conduct outlined above, UA Crew participants must follow the safety guidelines outlined annually by the UA Crew Safety Chair and approved by the Trustees. This includes:

Volunteer Screening

The Upper Arlington school district requires background checks for volunteers serving in certain roles.

- Level one volunteers will not require background checks. Volunteers in this



category do not have unsupervised contact with students.

- Level two volunteers will require background checks. Volunteers in this category take part in activities that may involve unsupervised contact with students. Examples of level two volunteers include a parent who works with small groups of students outside the classroom or someone who may escort students from one location to another within the school or during a field trip.

UA Crew considers coaches and chaperones to be Level Two volunteers who must successfully complete a background check at www.uaschools.org/volunteer.

Education and Training Requirements

1. SafeSport

Required by coaches and some parent volunteers

Through a partnership with the USOC, USRowing is offering free SafeSport training online at <http://www.usrowing.org/safesport-resources/>

1. Click link.
2. Click "add to bag"
3. Click "checkout"
4. Click register and then complete the form, making sure to select Rowing on the drop down list.

Upon completion, the trainee will receive a PDF certificate of completion and his or her name will be added to the list of those who completed the program via USRowing. Completed certificates can be kept on file by the member organization.

- Staff members and/or volunteers should successfully complete the training and the quiz after the test.
- SafeSport education also is part of our coaching education program, so all coaches seeking Level 1 or Level 2 certification will go through the USOC's SafeSport training.
- Those staff members and/or volunteers who are required to take awareness training will take athlete awareness training every two (2) years, or no more than 30 day(s) before they have contact with athletes.

2. Lindsay's Law

Required by everyone associated with UA Crew: coaches, volunteers, parents and athletes.



This will be required as part of registration and includes online verification. To access the Lindsay's Law program, visit, <https://www.odh.ohio.gov/-/media/ODH/ASSETS/Files/chss/Lindsays-Law/Parent-Guardian.pdf?la=en>

3. On Water Awareness

Required for coaches, athletes and any on-water volunteers

All participants are required to read, acknowledge and follow the rules of the water provided by the city for Griggs Reservoir. Coaches will cover the material at the beginning of each season and reinforce as appropriate.

DUES/FEEES

- As mentioned previously, all season fees must be paid (or a payment plan arranged) prior to an athlete's approval to practice.
- If payment and full registration are not complete by the stated season deadline, the athlete will not be allowed to attend practice or be on the water.
- In addition, payment for each select regatta an athlete qualifies for must be paid in full prior to any subsequent travel or participation.
- Families must supply a credit card or appropriate bank information to support scheduled payments or must pay in full.
- Failure to pay may result in use of a credit collection agency.
- Fees are used to cover regatta registration, travel & food costs, coach salaries, equipment and other items approved by the Trustees.
- In addition to UA Crew fees, athletes will be assessed the UAHS Athletic Participation Fee for spring season only, as well as a UA Boosters fee.
- Athlete participation in any planned fundraisers is expected to help offset any fees.

UA Crew understands that there may be valid reasons for an athlete to leave the program. Families should also understand that UA Crew makes financial commitments before the season has started for coaches, equipment, insurance, regattas, etc. Please review the following provisions before a decision to leave the program is made:

- An athlete who leaves the program *within 7 days of his/her team's first day on the water* shall receive a full refund of registration, equipment, and regatta fees less a \$50 cancellation fee.
- An athlete who leaves the program *within 14 days of his/her team's first day on the water* shall receive a 50% refund of registration, equipment, and all unused regatta fees.



- An athlete who is injured and not able to complete the season shall receive a pro-rata refund of all fees. A physician's note may be required. The athlete's "season" shall be defined as the period from their team's first day on the water to the last day on the water.
- UAHS Athletic Fees are nonrefundable once the student athlete has begun the sport.

No refund of any fees will be made in the case of an athlete who is asked to leave the program for disciplinary reasons or for non-injured athletes who decide to leave the program after 14 days from his/her team's first day on the water.

Please note that if all financial obligations are not resolved by the end of the rowing season, athletes will not receive any awards or letters and/or will not be permitted to register for the following season until all past due amounts have been resolved.

ATTENDANCE POLICIES

Athletes are expected to attend all practice sessions and competitions.

- Poor attendance at either practice or competitions is reason for exclusion from participation. In the spring, PE credit may not be awarded.
- Any student who has registered, been accepted to the team, and listed on the official roster for two (2) weeks or more is considered on the team and is subject to the appropriate discipline for poor attendance, including being cut from the team or losing PE credit.
- Athletes who violate other team or school rules may be forced to miss practice as a result of a disciplinary action. These absences will count against the athlete in any attendance-related discipline.
- Athletes who are on academic discipline must follow any practice or competitive guidelines established by the UAHS athletic department.

ACADEMIC INELIGIBILITY

The Athletic Director/Head Coach will notify Students/parents of academic ineligibility.

- Being academically ineligible does not necessarily excuse a student from a regatta or from practices.
- If a student is academically ineligible, his/her Head Coach (with input from the athletic department) will determine:
 - a) if the athlete will continue to attend practice, and
 - b) if the athlete will attend upcoming regattas.
 - The student *may* still be allowed to attend the regatta, but will not be able to compete. In this case, the regatta fee would still need to be paid.
 - Academically ineligible students may not attend a regatta if they must miss school to do so.
 - Head coaches will provide the Regatta Chair and/or the Head Chaperone with a list of academically ineligible students.



- Regatta fees will only be refunded if there has been a sufficient amount of notice and if costs have not already been incurred for the athlete.

Although academic eligibility is more important during the spring season (dependent on the Second and Third quarter grades) the coaches remain adamant that the crew members are student/athletes in that order. Therefore, a high priority will be placed on the demand for optimum performance in the classroom for all athletes.

All UAHS athletes are required to fulfill both OHSAA rules and the UA School Board Policy on athletic eligibility.

PRACTICES

- All practices are mandatory.
- Practices are held generally six days a week, unless weather conditions are determined too dangerous.
- This may include lightening, wind or cold temperatures.
- In these cases, practice may be land based or indoors at the coaches' discretion.

Practice generally occurs every weekday and Saturday mornings.

- Times may vary by team (men/women and varsity/novice)
- In addition, each team coach may have different training methods, practice structure, scrimmages or other practice variations.
- Athletes are required to inform coaches of any missed practices well in advance (24 hours minimally).
- Athletes who arrive late at practice may miss their boat launch and may be replaced in the lineup or be asked to leave practice and return home.
- Practice schedules do change from time to time. Cancellation or changes will be communicated by coaches as soon as possible. Athletes are expected to regularly check email and TeamSnap.

Athletes should come ready to practice:

- They need to wear appropriate snug-fitting workout clothing with the appropriate number of layers in relation to the weather conditions and on-the-water temperature (approximately 5 to 8 degrees cooler than the land temperature).
- Athletes should also bring:
 - An individually marked reusable water bottle
 - A 7/16" wrench
 - Any physician-ordered medical appliances (prescription inhalers, braces, etc.)
 - Adequate running shoes
 - Any other equipment necessary for uninterrupted practice sessions.



In addition to their 7/16” wrench, all coxswains are expected to also carry a small assortment of tools, an adjustable wrench, electrical tape, a small assortment of nuts and washers and a watch.

TEAM CAPTAINS

Each year, two to four captains are selected for each team based on team size and coach discretion.

- Captains are selected by a ballot procedure near the end of the Spring season (usually late May).
- The head coach of each team has the responsibility of overseeing and tabulating the votes.
- Outgoing seniors are permitted to vote, as they are “entrusting the team” to a new class and have valuable insight on what a successful captain must do.
- The ballots list all potential candidates--all rising seniors, including coxswains.
- Should the senior class be smaller than six, the coach may include the option of adding a write-in candidate that is a rising junior
- The men’s and women’s team members vote for their own team captains

Serving as a team captain is both an honor and a privilege. Captains are elected because their peers and coaches see them as leaders. Team captains demonstrate high standards of athletic performance, academic achievement, conduct, and citizenship. A good team captain will earn the respect of their peers, coaches, and parents.

While being a captain is a valuable learning experience for the athlete, he/she is required to work hard during the year and is encouraged to be responsible for many things including:

- Conduct the pre-season summer practices, promoting team unity, and various other tasks.
- Act as a liaison between coaches and athletes.
- Provide representation at any meetings where their input is deemed necessary.
- Assist in the Learn-To-Row Program.
- Take leadership positions in all team-related activities including fundraising, practices and races.
- Model appropriate conduct during team travels and at all school functions.
- Model strict adherence to the UAHS Athletic Code and the UA Crew Code of Conduct.
- Behave as a role model for academic performance.
- Act as resources and ombudsperson for the athletes.

UNIFORMS

Uniform requirements are:

Novice:

- Black compression pants and/or shorts.



- Team tank top.
- Any additional uniform/team items selected seasonally by coach

Varsity:

- UA Crew Unitard.
- Any additional uniform/team items selected seasonally by coach.

Families may also elect to purchase a variety of optional UA Crew Logo clothing. Uniform sales occur prior to the beginning of each season before or closely following team registration.

Varsity Letters

Varsity letters are awarded in the spring based on each head coach assessment of attendance, effort, performance and regatta participation.

Letters are not awarded to Novice athletes.

Injured athletes may still be considered for a varsity letter at their coach's discretion and based on their individual circumstance.

Senior Recognition

We will hold an end of the year celebration at the conclusion of spring season, which is when we are recognized as a school sport. This event includes special senior recognition. These athletes are defined as those from the senior class who have successfully completed the spring varsity season.

Regattas

All athletes are expected to attend all regattas for which they are scheduled.

- Missing a regatta may adversely affect an athletes boat placement for the next regatta or more.
- In case of a conflict, the athlete must receive permission from their Head Coach AND must notify the Regatta Chair via TeamSnap TWO WEEKS PRIOR TO THE REGATTA.
- Athletes may be excused for the following reasons only:
 - Scholastic testing. (Athletes are encouraged to take scholastic test in the off-season or at times when athletes will not need to miss a regatta. SAT and ACT test dates are listed months in advance and can easily be scheduled to avoid missing a regatta.)



- Academic conflicts
 - Family commitments (i.e., weddings and funerals)
 - Illness
 - Injury (In the event of an injury, an athlete may be excused from a regatta with a doctor's excuse.)
- Whenever athletes travel with the UA Crew team, they are expected to adhere to responsible standards of moral character and citizenship as students and as athletes and comply with three important codes of conduct: *UAHS Student's Rights and Responsibilities Handbook* and the *UAHS Athletic Code*
 - At all times, athletes are expected to be courteous and respectful to the coaching staff, their fellow teammates, parent volunteers, and other teams. Additionally, athletes must remember the following.

WHILE TRAVELING TO/FROM REGATTAS:

1. All athletes are expected to travel to a regatta on the team bus unless special arrangements, which are approved by the coach, have been made with the regatta chair.
2. Students must arrive on time or risk missing the bus.
3. When athletes are registered for a regatta, their name will be placed on the travel list. Only those students who are on the list will be permitted to travel on the bus.
4. Athletes will respect the property of others while on the bus.
5. Athletes are required to stay seated and keep the noise level reasonable at all times, especially when others are sleeping.
6. All buses need to be free of trash and other items before the athletes are allowed to exit.
7. Chaperones/coaches decide on the location of the rest stops. When buses make stops, athletes may eat at designated sites only and should return to the bus in the designated time frame. Athletes are expected to behave appropriately during rest stops.
8. When the coach, chaperone(s) and driver leave the bus, the bus is locked. Athletes cannot re-enter the bus without someone to accompany him or her. All athletes need to take all belongings they need for the regatta when they exit the bus.
9. Athletes are permitted to bring the following items on the bus:
 - Snacks and drinks (**no** glass bottles)
 - Electronic games
 - Portable music players (headphones are required – no loud music.)
 - Cell phones
 - Movies are welcome as long as they are rated G, PG, or PG13. R-rated movies are not allowed per the policy of UAHS.



AT THE HOTEL:

- Room assignments are made by the appropriate planning chairs and are not negotiable.
- If an athlete has a problem with his/her room, please notify the head chaperone.
- For safety reasons, chaperone/coaches must maintain an accurate listing of where each athlete is staying. Therefore, athletes must remain in their assigned rooms and assignments may not be changed unless approved by the head chaperone.
 1. Athletes are expected to follow all codes of behavior and must maintain a reasonable noise level at all times. Athletes are not permitted to run around in the hotel.
 2. Athletes may visit other rooms, but doors must be kept open at all times. No female athletes are allowed in male athletes' rooms and vice versa.
 3. The head coaches will make the decision if the team is allowed to use the hotel pool. If pool use is allowed, a coach must be present for the athletes to use the swimming and exercise facilities in a hotel.
 4. Athletes are not permitted to make long distance telephone calls from their rooms.
 5. Athletes may eat at designated chaperoned restaurants only.
 6. Athletes are not permitted to leave the hotel premises unless they are with a coach or parent chaperone. Athletes may not leave the premises without notifying the head chaperone and having coach approval.
 7. Although each room will receive a wake-up call, it is each athlete's responsibility to set an additional personal alarm, be packed, ready to leave and on the bus at designated times.
 8. Hotel rooms are to be left in the same condition as they are found. Any damage to the room will be assessed to the athletes assigned to that room.
 9. Coaches will set "in room" and "lights out" curfews which are strictly enforced.

AT THE RACE SITE:

1. Athletes may not leave the race site at any time.
2. When arriving or departing from a site, athletes are expected to help with rigging/de-rigging or setting up/breaking down the tent site.
3. Each athlete maintains individual responsibility for knowing when he/she races and when he/she needs to be helping other crews to launch/dock. Athletes should be ready to race at least one hour prior to their scheduled race.
4. The bus is off-site or locked during the day. Athletes are not allowed on the bus unless they are accompanied by a chaperone. If you are not racing, you should be at the UA tent, cheering on your team or by the boats.



5. All athletes are responsible for policing the race site and keeping it clean.
6. Athletes are expected to support other crews on the team by helping other crews to launch/dock and cheering their fellow teammates on during races.
7. If an athlete needs to depart from a regatta early, he/she must have permission from their coach *and* check out with the head chaperone prior to departure. Athletes may only be released to their parents when prior arrangements have been made with the coach/regatta chair. All alternative travel arrangements must be approved by the coach, made prior to departing for the regatta, and documented in writing.



GRIGGS RESERVOIR BOAT YARD

(Rules for Conduct, Directions, Parking)

UA Crew rows out of the Griggs Reservoir Boat Yard located on the east side of the river directly beside the Water Department Facility and across from the Columbus Police Department Station.

1. Speed Limit: The speed limit in the park is 15 mph and is **strictly enforced** by the Columbus Police Department.
2. Parking: Athletes who drive should park at the lots immediately to the north of the docks.
3. Parents of non-driving athletes must pick up and drop off student(s) in the marina parking lot north of the dock. Parents may not drop off/pick up athletes at the Police Station.