

Travel Rules and Guidelines

- All swimmers shall travel to and from the swim meet together. There are no exceptions to this for the outward journey and any exceptions to this for the return journey must be requested to the Aquatics Director at least 5 days prior to the swim meet weekend, unless an emergency has occurred.
- PS, MS & US Swim Team Travel kit: hoodie/parka and team pants.
- All swimmers must stay until the end of the swim-meet and attend award ceremonies.
- Students should wear their seatbelts whilst travelling on the bus and this should be checked periodically by coaches.
- Parents who travel with their children must respect the travel times set
- On any trip where passports are required, the passports should be collected prior to travel and remain the responsibility of the coach/chaperone until the team arrives back at NIS at the end of the trip. If, during the trip they need to be distributed to the students (eg for passport check at the airport) they should be collected back again at the earliest opportunity.
- A roll call should be done whenever there has been an opportunity for students to be left behind, eg when returning to the bus after a break. Systems such as the 'buddy system' for checking are encouraged.
- All chaperones should have a mobile phone switched on and with them at all times during the trip.
- If students are leaving chaperone supervision (eg homestay or in a shopping mall), they all must have the chaperone's mobile number. They should go in groups and chaperone should have at least one number for one person in each group.
- Students are not permitted to drink alcohol, smoke or use drugs during any competition, either home or away, for the full duration of the trip/competition (for home competitions, this includes from the evening before the start of the competition and until the last team has departed from NIS).
- A list of students, with any medical details and at least one emergency contact number for each student must be carried by each chaperone
- All chaperones must read the RAMS form prior to the trip and keep a copy with them on the trip.

- There should be respectful behaviour at all times towards the public, hotel staff, playing opposition, fellow students, officials, host parents, host school staff and students, etc.

Hotel/Overnight Stay Rules and Guidelines

- All PS students must have in-room supervision by a responsible adult such as the parent or another parent. Max of 2 students per adult.
- A curfew of no later than 10pm will be set. The age of the students and the wake up time should be considered when setting an appropriate curfew time. At curfew, all students must be in their allocated rooms/homes and remain there until the following morning.
- No student should leave the hotel without the permission of the chaperone or the host's home without the permission of the host.
- No student is permitted to enter the hotel room of another student of the opposite gender - any socialising between genders must take place in a public area.
- Any additional rules given by the coach/chaperone should be followed.
- There will be a consequence for any breaking of overnight stay rules - this will depend on the rule that was broken, the circumstances and any previous offenses. Any breaking of overnight stay rules should be reported to the Athletics Director as soon as is reasonable after the offence and advice will be sought by the chaperone on the appropriate sanction.
- The chaperone is required to report inappropriate behavior or the breaking of a rule to the Athletics Director, Director and Principal. If, as a result of this consultation, the student-athlete is sent home early from a tournament, the parents will be required to pay all costs associated with the early return of the student. This may include the cost of a chaperone to accompany the student if required.

NIS ATHLETIC CODE FOR ATHLETES

- I understand that it is a privilege to represent NIS as an athlete on and off the playing field and I agree to do so in the best manner possible. I will practice good sportsmanship at all times.
- I understand that once a commitment is made, then I need to fulfill that commitment unless there is a justified reason for my withdrawal.
- I realise that participating in competitive sports requires a time commitment which I am willing to assume. I will attend practice regularly and compete to the best of my ability.

- I will maintain my academic standards while on the team. I understand that it is my responsibility to keep up with all aspects of my schoolwork, to advise teachers of my pending absences, via the OLF, and to arrange for any make-up work or tests. I will confer with teachers and my coach if I believe my schoolwork is suffering due to my participation in sports to seek their help in maintaining a balance between sports and academics.
- I understand that regular school attendance is critical to maintaining satisfactory academic standards and will not deliberately miss classes as I realise to do so might result in suspension from the team. I understand the regulations concerning school attendance included in this information package.
- I understand that the use of illegal drugs, alcohol or tobacco have an adverse affect on athletic performance. I will not possess or consume any drugs, alcohol or tobacco while involved in any athletic event or related activity.
- I will never instigate nor be coerced into a fight during an athletic competition.
- I agree to abide by the curfew set by the school (NIS or host school) and will respect any earlier curfew that hosting parents, including my own, may set. I understand that in no case will a curfew be later than 10pm.
- I will observe all instructions while on away trips and especially with regard to not leaving a campus or hotel when instructed not to. I will abide by the ACAMIS rules (outlined later in this package) and understand the consequences should I fail to do so.

An understanding and agreement of the Athletic Code is indicated by the return of the email confirming agreement to participate in the Sport's season and tournament/s.

Parent Expectations

Parent Code of Conduct for Athletics:

- Encourage students to participate, but do not force or apply pressure.
- Attend games whenever possible and support your team through good sportsmanship and positive cheering – athletes learn best through positive example. By demonstrating appreciation for good performance, you can positively affect play.
- Praise positive skill development and improvement in individual and team play.
- Avoid criticism or ridicule of players, coaches or referees – remember that everyone is attempting to be the best they can be! Mistakes are never made on purpose.

- Demonstrate appreciation for the volunteer efforts of coaches, officials and organisers – without them we could not provide a program.

Responsibility on Trips:

The parent understands that students and classes take field trips to take advantage of the cultural and environmental resources of China, as part of the regular educational programme. All school trips will be supervised by staff members and/or other responsible adults who will exercise all reasonable caution. The parent agrees that they will not hold NIS, its representatives, administration, and its Board of Trustees liable for any accident arising during a school-sponsored or school-related outing or field trip. Parents of PYP students must travel as a chaperone for their child or nominate another parent to be chaperone on their behalf (up to a maximum of 3 students per chaperone if hotel room space allows)

Parents signing their child up for a sport are confirming that they have read the above and understand their responsibilities in this regard.

PS student supervision

The Parent supervision policy for PS student hotel stays is specific to representative sport trips. Parents only should supervise the PS students on these trips (no older siblings, aunts, drivers or grandparents). During such an overnight stay, parents are asked to:

1. meet with the trip leader in the hotel at the agreed time
2. take back the duty of care for their son/daughter during the overnight stay in the hotel room
3. remain with their child in the assigned hotel room during all times.
4. inform the trip leader about any sudden unforeseen health or other concerns that might arise during the overnight stay
5. return the duty of care to the appropriate trip leader at the agreed meeting time e.g. breakfast
6. Meal times shall be spent together as a team where applicable and the duty of care returns to the appropriate trip leader/coaches during that time.

Parents are welcome (but not required) to travel on the bus with the team, should they wish.

Swim Team Rules:

- When an NIS swimmer represents NIS at swim meets, he or she shall sit with the NIS Swim team and the NIS coaches. Private coaches (coaching) are not allowed on campus where an NIS swimmer represents the school.

- Swimmers shall wear the NIS swim cap, NIS swim suit, NIS T-Shirt /hoodie/parka/ pants or shorts at swim meets.
- The NIS team kit must be worn at presentations and award ceremonies and whenever required by the coaches.
- Meal times shall be spent together as a team where applicable and the duty of care returns to the appropriate trip leader/coaches during that time.

Swim Meet Rules:

- Swim team members must make themselves available for ACAMIS and the NIS Invitational Swim meet.
- Swimmers shall attend 2 outside-Nanjing swim meets per semester.
- All parents need to volunteer at 2 swim meets per semester (with a focus on the NIS Invitational Swim Meet), a total of 4 swim meets a year.
- Swimmers must stay in the NIS school designated area for marshalling purposes.