



TOURNAMENT TRAVEL & ACCOMMODATION POLICY

1. Purpose

At times participation in Sturt Sabres Basketball Club (SSBC) games and tournaments may require travel and overnight accommodation. Sturt Sabres Basketball Club is committed to the safety and well-being of all children and young people who participate in our sport or access our services. The purpose of this Policy is to define the clubs' expectations with regards to coach, player and volunteer interactions and accommodation requirements while representing SSBC at games and tournaments that require travel.

2. Key Considerations

The key considerations of this policy are:

- To be used in conjunction with the Tournament Policy and Member Protection Procedure.
- Financial implications for members who are involved with teams attending compulsory tournaments (i.e. Any Div 1 team that qualifies for National Junior Classics).
- Flexibility to allow members to select accommodation that aligns to their budget.

3. Values

The Club values are:

PRIDE – we are proud to represent the Club, and as such present ourselves in a professional manner.

LEADERSHIP – as club members, players, volunteers, and supporters, we are all role models and will lead in a way that enhances the Club's reputation.

ACCOUNTABILITY – we take ownership of the actions and performance of the Club, both on and off the court.

RESPECT – we treat everyone with respect, displaying the highest level of sportsmanship and responsibility.

COMMITMENT – we are committed to ensuring the success of the Club, and that all members, players, volunteers, and supporters abide by the Club values.



4. Definitions

SSBC Approved Volunteer: A representative, volunteer or staff member appointed by SSBC, who has a current Working With Children Check (WWCC) and has completed Basketball SA's Play by the Rules online training course which covers Child Protection and Harassment and Discrimination. Commonly these roles include: **Head Coach, Assistant Coach and Team Manager.**

SSBC Approved Adult Chaperone: A SSBC approved volunteer or staff member who is not a member of the coaching staff and who has a current WWCC and that has received and signed off on the Member Protection Procedure. Commonly these roles include: **Parents and Family Members.**

Player: An individual that is representing SSBC on a team for the purpose of competing in a game or tournament that requires travel.

Travel: Any game or tournament requiring overnight accommodation.

5. Supervision

- SSBC will make efforts to provide adequate supervision through approved volunteer's and approved adult chaperones.
- SSBC will make efforts so that there is at least one approved volunteer or approved adult chaperone for each three to five players.
- SSBC require same-sex volunteers to be on staff for all representative teams, as well as domestic travel, as necessary.
- No approved volunteer or approved adult chaperone will engage in transporting players without the proper safety requirements in place and on record, including valid drivers' licenses, liability insurance as required, a vehicle in safe working order, and compliance with all road safety laws.
- No approved volunteer or approved adult chaperone should drive alone with an unrelated (family) minor player.
- Approved volunteer's or approved adult chaperones must maintain a zero-drug and zero-alcohol limit when driving with a team member in the vehicle.
- All SSBC approved volunteers or approved adult chaperones travelling with a team should be familiar with SSBC's Policies in particular Member Protection Procedure, and Tournament Travel and Accommodation Policies to monitor compliance with all SSBC Policies.
- No SSBC approved volunteer or approved adult chaperone should be impaired by alcohol or drugs while performing their respective duties.
- Each approved volunteer or approved adult chaperone will be responsible for ensuring compliance, oversight, and record keeping related to all relevant policies.

6. Head Coach Responsibilities

- Responsible for the safety, security, and wellbeing of the players during the tournament.
- Responsible for complying with all policies related to Tournament Travel and Accommodation.
- Ensure that the team is well prepared and organised.



- Represent SSBC with professionalism at all times, on and off the court.
- Establish a curfew by when all players must be in their hotel rooms or in a supervised location.
- Provide disciplinary action where required.

7. Assistant Coach Responsibilities

- Responsible for the safety, security, and wellbeing of the players during the tournament.
- Assist Head Coach in all facets of planning, preparation, and compliance related to the Tournament Travel and Accommodation policy.
- Assist Head Coach in the completion of all paperwork required by the tournament in a timely manner and uphold the conditions and rules prescribed.
- Represent SSBC with professionalism at all times, on and off the court.
- Report any observed misconduct to Head Coach immediately.

8. Team Manager Responsibilities

- Responsible for the safety, security, and wellbeing of the players and the guardian of the athletes during the tournament.
- Responsible for complying with all policies related to Tournament Travel and Accommodation.
- Complete all paperwork required by the tournament in a timely manner and uphold the conditions and rules prescribed.
- Establish a good rapport with parents and participants.
- Manage and coordinate team communications and circulate any required documentation.
- Act as the team conduit among the various stakeholders which include athletes, parents, team officials, and the host venue.
- Undertake any relevant administrative duties required to ensure the smooth running of SSBC's participation in the tournament.
- Report any observed misconduct to Head Coach immediately.

9. Player Responsibilities

- Act in accordance with SSBC Values and ensure respect for fellow athletes, coaches, competitors, officials, and spectators is demonstrated at all times.
- Be appreciative and co-operate with all SSBC approved volunteers or approved adult chaperones at all times.
- Be honest with coaches concerning illness or injury.
- Understand that participation in any particular game is at the discretion of the Head Coach.
- Play by the rules and spirit of the game.
- Work hard and leave a positive legacy.



10. Accommodation Guidance

Tournament Type	Guidance
Local Tournaments (conducted in Adelaide)	<ul style="list-style-type: none">• Players may sleep in their own home or other accommodation of their choosing for the duration of the tournament.• Players are expected to make themselves available to attend all team sessions throughout the tournament as determined by the coach and team manager.• Teams are not expected to provide a contribution for the coaches' accommodation.
Interstate Tournaments, except for Melbourne Classics and National Club Championships which require qualification to attend.	<ul style="list-style-type: none">• Players and their families can stay at accommodation of their own choosing for the duration of the tournament.• Players are expected to make themselves available to attend all team sessions throughout the tournament as determined by the coach and team manager.• Coaches shall organize accommodation of their own choosing, to which all members of the teams are requested to make an equal financial contribution (unless the coach has a child competing).• Guidance for Member contributions to coaches' accommodation is \$50 per individual player.
National Club Championships (Under 14 Boys or Girls D1 only, if qualified)	<ul style="list-style-type: none">• Players shall travel together in club attire.• Players will stay in the same accommodation where practical.• Players will make themselves available to attend all team sessions throughout the tournament as determined by the coach and team manager.
Classics (If Qualified)	<ul style="list-style-type: none">• Players and their families can stay at accommodation of their own choosing for the duration of the tournament; however, it is recommended that teams try to stay in the same accommodation where practical.• Players are expected to make themselves available to attend all team sessions throughout the tournament as determined by the coach and team manager.• Coaches shall organize accommodation of their own choosing, to which all members of the teams are requested to make an equal financial contribution (unless the coach has a child competing).• Guidance for Member contributions to coaches' accommodation is \$50 per individual player.



11. Accommodation Arrangements

- Regardless of gender, no approved volunteer or approved adult chaperone should share a hotel bedroom or other sleeping arrangement with an athlete (unless such individual is the parent or guardian of the player, and there is no legal requirement otherwise).
- Players should share rooms with other players of the same gender, with the appropriate number of players assigned per room depending on accommodations.
- Approved volunteer or approved adult chaperone should share rooms with other staff members of the same gender.
- Where required, the team personnel shall ask hotels to block adult pay per view channels.
- Individual meetings between a player and a coach, team manager, or other approved volunteer or chaperone, should not occur in hotel sleeping rooms.
- Individual meetings between a player and coach may not occur in hotel sleeping rooms and must be held in public settings or with an additional adult present.
- In the event of an emergency, such as medical/health, the team manager and/or coach may enter the sleeping room of an athlete with the door to the room open. It is recommended a second approved volunteer or chaperone is present if possible.
- Meetings do not occur in the athletes' hotel bedrooms, but the team may reserve a separate space for adults and athletes to socialize such as a common room or meals room.

12. Exception to Policy

Should a team decide to go outside of the established policy framework, and if a substantial majority of team members agree regarding the added expenses and logistical arrangements, the Management Committee will carefully consider the request on a case-by-case basis.

This policy applies to all Club members, players, volunteers, and supporters of the Sturt Sabres Basketball Club. This policy shall be displayed on the Sturt Sabres website and is endorsed by the Committee.

**Paul Bauer, President
Sturt Sabres Basketball Club**

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