

TBC RACING

Policy Handbook

MISSION	1
VALUES	2
SPORTSMANSHIP	2
COMMUNICATIONS	2
Practice Schedules/Status Updates	2
Parent Contact with Coaches	2
ATTENDANCE	2
DISCIPLINARY PROCEDURE	3
REGATTA TRAVEL	3
Travel	3
Behavior Expectations at Regattas	3
UNIFORMS	3
SAFETY	3
Inclement Weather & River Safety	3
Swimming Ability	4
SafeSport Policy Adoption	4
Supervision of Athletes & Participants	4
Appropriate One-On-One Interactions	5
Prohibited One-On-One Interactions	5
Appropriate Physical Contact	5
Athlete Protection Policy	6
USROWING MEMBERSHIP	7



MISSION

The TBC Racing community will maintain our winning traditions in a safe and fun environment. We will teach rowing while instilling the values of dedication, respect, competition and teamwork. Our community is dedicated to providing an enriching experience that strives for athletic excellence, supports youth and amateur rowing and inspires a lifelong passion for the sport.

VALUES

We will strive to instill in every member of our community the following core values:

1. Dedication
2. Sportsmanship
3. Hard Work
4. Teamwork
5. Respect
6. Commitment
7. Fun
8. Safety

SPORTSMANSHIP

Athletes shall at all times represent themselves and their team with honor, proper conduct, and good sportsmanship. They shall understand that competition is encouraged and that disrespect for opponents or teammates is unsportsmanlike and lessens the value of the competition. They shall confine the competitiveness of the sport to the water, and in particular behave properly on the sidelines and in the boathouse before and after practices and regattas. Good sportsmanship and good behavior are expected both on and off the water.

COMMUNICATIONS

Practice Schedules/Status Updates

We expect at the high-school level and beyond that our athletes are taking ownership over their participation at TBC Racing. Communication from coaches about specific practice schedules, who is required at a practice or cancellations of practice for any reason will be delivered via email or group chat to the rowers directly.

Parent Contact with Coaches

Parents are encouraged to reach out to coaches directly with any questions or concerns about the program or their rower. Additionally, info@tbcrcing.org can be used to direct any questions or concerns. Contact information for the coaches will be provided at the start of each season. Please respect the coaches time away from the boat house and limit phone calls to before 9 pm, or send any questions or concerns to them via email.



Coach Communication with Athletes

All communications with athletes will be through an established team chat platform, email, or in-person. One-on-one conversations, outside of practice times, will be avoided, however should one-on-one conversations occur via phone, chat or email, the coach will follow the conversation up with an email to the parents and rower to recap the discussion. Athletes and parents should be aware that any conversations between coaches and athletes are not privileged, and will be shared with the appropriate parties as the situation dictates.

Community Advocate

TBC Racing wants all athletes, coaches and parents to feel comfortable voicing questions and concerns about the operations of the program. To this end, a community advocate, who is not a parent, coach, or TBC Racing administrator, will be appointed with the responsibility of providing a comfortable and safe space for any and all questions and concerns.

ATTENDANCE

Rowing is unlike most other sports in that practice often cannot occur if even one team member does not show up. Rowers are asked to alert coaches of any planned absences ahead of time, and unexpected absences should be reported to the coach through group chat or email as soon as possible. We expect the rower, not the parent, to own their attendance at practice.

REGATTA TRAVEL

When a rower is training for a particular season it is assumed that he or she can make it to the races on the schedule. Please consult the regatta schedule and make sure the coaches know immediately if for some reason you can't make a planned race.

Travel

For local regattas, rowers are responsible for their on-time arrival at the course. When the team travels to away regattas, transportation will be arranged as a team via motor-coach or airplane. When travel is provided by the team, it will be billed as part of the regatta fees and athletes are expected to travel with the team.

Behavior Expectations at Regattas

At all times, but especially when at a regatta, the rowers are representing TBC Racing. They are expected to behave in an exemplary manner, and exhibit the values of TBC Racing (see Core Values section). This includes but is not limited to: exhibiting gratitude and respect to all adults in and around the race course including bus drivers, other parents, their own parents, other coaches, their own coaches, referees, volunteers, and other rowers; showing respect for the equipment, facilities and environment including throwing away trash immediately, giving care to equipment during rigging/de-rigging/loading; displaying the highest level of sportsmanship to teammates, teams, or competitors.



UNIFORMS

Uniforms will be ordered by the club each year. New rowers, or anyone needing a new uniform, will order through the club.

SAFETY

Inclement Weather & River Safety

The sport of rowing is intertwined with weather. It will be the coaches sole responsibility and discretion as to the rowability of the river at any practice. If the coach decides that the river is not suitable for their crew on a particular day, the practice may be cancelled or held on land. Occasionally weather conditions cause the docks at Thompson's Boat Center to close. In these cases as with coaches discretion, practice will either be cancelled or held on land.

- Thunderstorms - Any thunder and lightning heard or seen during a practice will result in a crew returning to the doc. Crews will not launch in Thunderstorm conditions.
- Temperatures - Practices will be adjusted to accommodate the variety of temperatures experienced in the Washington region. Keeping athletes healthy will be the priority for the coaches. Athletes are expected to arrive at practice prepared for the temperature expected. If an athlete is not dressed appropriately for a practice, the coach will require that they stay on land.
- Wind - Rowing must take place in a variety of conditions, and therefore the teams will practice as long as the wind does not make the river un-rowable. This is at the coaches discretion.

Swimming Ability

Basic swimming skills are required. It is possible that a boat could capsize, and the rowers must have the ability to swim to safety or tread water until help arrives.

SafeSport Policy Adoption

In conjunction and with the help of USRowing, TBC Racing has adopted the following SafeSport policies. The policies contained in this handbook are internal and meant as a guide for activities sponsored by TBC Racing, particularly any programs involving youth participants. This handbook will identify and address six primary types of misconduct, including bullying, harassment, hazing, emotional misconduct, physical misconduct, and sexual misconduct. All forms of misconduct are intolerable and in direct conflict with the USRowing ideals and those of TBC Racing. TBC Racing is committed to ensuring the safety of its members, coaches, and volunteers.



Accordingly, staff members and/or volunteers are required to complete an awareness training concerning misconduct in sport before performing services for TBC Racing. Misconduct in sport includes:

- Bullying
- Harassment
- Hazing
- Emotional misconduct
- Physical misconduct
- Sexual misconduct, including child sexual abuse

Supervision of Athletes & Participants

During training and competition, TBC Racing strives to minimize one-to-one interactions to create a safe training environment to protect athletes and participants.

Appropriate One-On-One Interactions

1. Individual Meetings – An individual meeting may be necessary and appropriate to address an athlete’s concerns, training program, or competition schedule. Under these circumstances, coaches, staff members and/or volunteers are to observe the following guidelines:
 - Any individual meeting should occur when others are present and where interactions can be easily observed.
 - Where possible, an individual meeting should take place in a publicly visible and open area.
 - If an individual meeting is to take place in an office, the door should remain unlocked and open.
 - If a closed-door/private meeting is necessary with a youth participant, the coach, staff member and/or volunteer must have another coach/adult /volunteer present at the meeting. Parents should be informed of the meeting.
2. Individual Training Sessions – An individual training session(s) with an athlete or may also be desired or necessary. Under these circumstances, written permission of a minor athlete’s parents or guardians is required in advance of the individual training session(s).

Prohibited One-On-One Interactions

Except as set forth above, minor athletes will not be left unattended or unsupervised during TBC Racing activities and TBC Racing coaches, staff members and/or volunteers are prohibited from being alone with an individual athlete or participant in any room, building, car or bus.



Appropriate Physical Contact

TBC Racing adheres to the following principles and guidelines in regards to physical contact with our athletes.

Common Criteria for Appropriate Physical Contact:

Physical contact with athletes – for safety, consolation and celebration – has multiple criteria in common which make them both safe and appropriate. These include:

- The physical contact takes place in public.
- There is no potential for, or actual, physical or sexual intimacies during the physical contact.
- The physical contact is for the benefit of the athlete, not to meet an emotional or other need of an adult or volunteer.

Situations for Appropriate Physical Contact:

1. Safety

The safety of our athletes is paramount and in many instances we make the athletic space safer through appropriate physical contact.

Examples include:

- Spotting an athlete so that they will not be injured by a fall or piece of equipment.
- Positioning an athlete's body so that they more quickly acquire an athletic skill, get a better sense of where their body is in space, or improve their balance and coordination.
- Making athletes aware that they might be in harm's way because of other athletes practicing around them or because of equipment in use.
- Releasing muscle cramps.

2. Celebration

Sports are physical by definition and we recognize participants often express their joy of participation, competition, achievement and victory through physical acts. We encourage these public expressions of celebration, which include:

- Greeting gestures such as high-fives, fist bumps, and brief hugs.
- Congratulatory gestures such as celebratory hugs, "jump-arounds" and pats on the back for any form of athletic or personal accomplishment.



3. Consolation

It may be appropriate to console an emotionally distressed athlete (e.g., an athlete who has been injured or has just lost a competition). Appropriate consolation includes publicly:

- Embracing a crying athlete.
- Putting an arm around an athlete while verbally engaging them in an effort to calm them down (“side hugs”).
- Lifting a fallen athlete off the playing surface and “dusting them off” to encourage them to continue competition.

Athlete Protection Policy

TBC Racing is committed to creating a safe and positive environment for athletes’ physical, emotional and social development and to ensuring that it promotes an environment free of misconduct.

In the event that any staff member or volunteer observes inappropriate behaviors, suspected physical or sexual abuse, or misconduct, it is the personal responsibility of each staff member and volunteer to immediately report his or her observations to the TBC Racing Head Coach or Ombudsman. Some forms of physical contact may constitute child physical or sexual abuse that must be reported to appropriate law enforcement authorities.

Staff members and volunteers should not attempt to evaluate the credibility or validity of child physical or sexual abuse allegations as a condition for reporting to appropriate law enforcement authorities. Instead, it is the responsibility of each staff member and volunteers to immediately report suspicions or allegations of child physical or sexual abuse to an immediate TBC Racing Head Coach or Ombudsman. Complaints and allegations will be addressed under TBC Racing’s Disciplinary Rules and Procedure.

DISCIPLINARY PROCEDURE

TBC Racing disciplinary response will depend on the nature and seriousness of the incident and in extreme cases, misconduct will result in immediate dismissal of a coach, volunteer or athlete. Disciplinary measures can include:

- Inform the athlete’s parent or guardian.
- Provide the individual with guidance, redirection and instruction.
- Issue a verbal warning.
- Engage in restorative practices, ie., creation of a respectful and safe dialogue when a misunderstanding or harm has occurred.
- Temporary suspension from participation.
- Removal from the team.



USROWING MEMBERSHIP

Complete your USRowing Membership once per 12 calendar months. Having an annual USRowing membership is required to be covered by our insurance policy AND to race at the regattas we attend. A Basic Membership is all that's required, but we recommend looking at their Championship Membership. It comes with additional personal liability & excess medical insurance, offers discounts at many rowing related retailers and provides a monthly subscription to Rowing Magazine. Returning rowers with a previous USRowing membership will simply need to renew it and sign the waiver each year.

Our club code is: GU467