

## KLM Travel Policy

# Travel Policy

## KLMFC Travel Policy (January, 2017)

The following information outlines the Kensington Little-Mountain Football Club (KLMFC) Travel Policy for U12 to U18 players. KLMFC coaches and managers will act in the best interest of the team they represent.

### **Prior to Travel :**

It is the responsibility of the team coach and manager to provide a detailed budget and schedule and list to the parents.

The same schedule and budget and in addition a list of travelling players and team officials must be submitted to the KLM General Manager for approval at least 2 days prior to departure before any considerations can be made for reimbursement.

### **KLMFC Assistance To Teams Travelling By Ferry :**

KLMFC will only reimburse the BC Ferries Corporation cost of for the players listed on the team roster.

KLMFC will reimburse the BC Ferry Corporation passenger costs of 3 Team Officials.

KLMFC will reimburse for the BC Ferries Corporation cost of vehicles traveling with 2 or more players/team officials. Team Officials traveling with less than 2 players will not qualify for a reimbursement.

KLMFC will not reimburse for the cost of gas.

We encourage Team Officials to ensure that all vehicles travelling do so with the legal passenger capacity.

### **During Travel:**

Coaches Responsibilities:

All Coaches must adhere to the KLMFC Code of Conduct.

<http://klmsoccer.com/coaches/coaching-information>

1. Team Officials will oversee players for the duration of the trip.
2. Team Officials will also oversee players at social functions (lunch, supper or food stop) that parent/chaperones do not attend.
3. Players, Team Officials and anyone else travelling with the team is responsible for their own meals, food or miscellaneous purchases.
4. Team Officials will be responsible for setting and conducting all team meetings.
5. Team Officials work in close co-operation with the parents chaperones on all matters.
6. Team Officials shall not be under the influence of drugs or alcohol while overseeing the players.
7. Team Officials will report any incidents likely to bring discredit to the club. Together with the parent chaperones, Team Officials will decide disciplinary action to be taken and

report such action to the parents of the players concerned and to the Club General Manager.

**Parent Chaperones Responsibilities:**

All parent/chaperones must adhere to the KLMFC Code of Conduct.

1. Parent Chaperones will report any sickness or injuries to the coaches.
2. Parent Chaperones will report any incidents likely to bring discredit to the club to the coaches.
3. Parent Chaperones shall not be under the influence of drugs or alcohol while overseeing the players.
4. The team officials/parent chaperones to player ratio will be determined at the discretion of the head coach/team manager but shall not exceed 5 athletes per chaperone.

**Players Responsibilities:**

All players must adhere to the KLMFC Code of Conduct.

Players shall make any visitor requests to Coach or Manager before the visit is expected (includes relatives and/or friends at the destination the game will occur).

1. Players are expected to represent KLMFC to the best of their abilities at all times during the trip.
2. Players are encouraged to communicate any problems or concerns to the coaches/managers & chaperone(s) just as they would their own parents.
3. Players may not drive other players to games unless either parent is present in the vehicle.
4. Players must respect and follow any guidelines designated by Team Officials

**Parents/Guardians Responsibilities:**

All parents/guardians must adhere to the KLMFC Code of Conduct. Parents/Guardians are responsible for drop off and pick up of their children at times and places indicated by coaches.

1. Parents/Guardians are responsible for reviewing ‘Travel and Parent/Chaperone Policy’ with the player.
2. Parents/Guardians shall be responsible for any actions by the player for the duration of the trip.
3. All fees will be paid in full prior to the start of travel.
4. Any costs incurred as a result of actions by an player shall be charged back to the player’s parents/guardians.

**Team Officials Responsibilities:**

1. Team Management/Coaches will coordinate/collect all travel expenses.
2. The Team Management/Coaches will notify parents/guardians of trip duration by email and copy KLMFC General Manager.

**All Parties Responsibilities:**

1. All parties (Coaches, Parent Chaperones, Players, Parents/Guardians) shall abide by the BCSA, Conduct, Ethics and Discipline Standards Policy and Procedures and will be subject to the disciplinary actions of the Policy. Included, but not limited to, are verbal threats, physical or sexual abuse, or behavior which undermines self-esteem. <https://www.bcsoccer.net/bylaws>

**Travel Policy Dress Code:**

- Players to have full home and away kits with them for each game.
- The kits are to be kept clean and organized.
- Players must wear full matching kit for travel away games
- **KLMFC track suits** are to be worn during travel (automobile, ferry, bus, or airplane) by all U17/U18 teams.

**Kensington Little Mountain Soccer Association, Board of Directors**

January 1, 2018