



Arctic Lions and Northern Alaska Hockey Association(s) Travel Policy



In accordance with USA Hockey rules each USA Hockey Member Program must have a team travel policy applicable to youth teams that is published and provided to all players, parents, coaches and other adults that are travelling with the team.

Arctic Lions and Northern Alaska Hockey Association (NAHA) have teams that travel regularly to play individual games, or in tournaments, also some teams where travel is limited to only a few events per year, or where there is no travel other than local travel to and from our own arenas.

Arctic Lions and NAHA will use USA Hockey's SafeSport Travel Policy (page 22 of the SafeSport Handbook) of established policies to guide our travel, minimize one-on-one interactions and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience.

Local Travel

The Member Program, team and their administrators should avoid sponsoring, coordinating, or arranging for local travel, and the parents of a minor player should be responsible for making all local travel arrangements.

- Coaches who are not also acting as a legal guardian, shall not ride in a vehicle alone with an unrelated minor Participant, absent emergency circumstances, and must have at least two minor Participants or another adult present at all times. All other Applicable Adults who are not also acting as a legal guardian, shall not ride in a vehicle alone with an unrelated minor Participant, absent emergency circumstances, and must have at least two minor Participants or another adult present at all times. An unrelated minor Participant may ride in a vehicle with an Applicable Adult (other than a coach) who is not a parent/legal guardian ONLY if agreed to in writing by the minor Participant's parent/legal guardian in advance of each local travel.
- The restrictions on Applicable Adults riding in a car with minors shall not apply to players on the same team riding in a car together, unless the situation involves an adult age player and a minor 14 years of age or younger.

- Where an Applicable Adult is involved in an unrelated minor Participant's local travel, efforts should be made to ensure that the adult personnel are not alone with the unrelated player, by, for example, picking up or dropping off the players in groups.
- Applicable Adults who are also a player's parent or guardian may provide shared transportation for any player(s) if they pick up their own player first and drop off their own player last.
- It is recognized that in some limited instances an emergency will make it unavoidable for an employee, coach or volunteer to drive alone with an unrelated minor player. However, efforts should be made to minimize these occurrences and to mitigate any circumstances that could lead to allegations of abuse or misconduct. Except under emergency circumstances, an Applicable Adult shall obtain written consent from a minor's parent/legal guardian prior to driving alone with an unrelated Minor Participant.

Organization/Team Travel

- Coaches shall not travel alone with an unrelated minor Participant. Except in rare circumstances where there are no other reasonable travel options available, Applicable Adults other than coaches shall not travel alone with an unrelated minor Participant, and in all such circumstances the Applicable Adult shall obtain the written permission of the minor Participant's parents in advance of such travel.
- Regardless of gender, Coaches shall not share a hotel room or other sleeping arrangement with a minor Participant unless the Coach is the parent, guardian or sibling of, or is otherwise related to the minor Participant. Regardless of gender, all other Applicable Adults shall not share a hotel room or other sleeping arrangement with a minor Participant unless the Applicable Adult is the parent, guardian or sibling of or is otherwise related to the minor Participant, or if the minor Participant's parent(s) provides written consent to such an arrangement in advance. However, it shall be permissible if the parent or guardian of the minor Participant is also sharing the same hotel room (e.g., two adults, one or both of whom is a coach, and their children, share a hotel room).
- Arctic Lions and NAHA will require their teams to have a written and signed parent consent for any minor Participant that will travel without his or her parents prior to each trip. This form can be found on the association's website under SafeSport, [**Permission for Travel with an Unrelated Applicable Adult Form**](#). The completed and signed form must include a copy of the team itinerary with player/chaperone room assignments, and contact information for all team personnel and chaperones. The original completed form and itinerary will be kept on

file with the team and a copy of the completed signed form and itinerary will go to the associations SafeSport Coordinator prior to travel.

- Because of the greater distances, coaches, staff, volunteers, and chaperones will often travel with the players. No Participant will engage in team travel without the proper safety requirements in place and on record, including valid drivers' licenses, automobile liability insurance as required by applicable state law, vehicle in safe working order and compliance with all state laws. All chaperones shall complete applicable SafeSport Training and shall have been screened in compliance with the USA Hockey Screening Policy and all drivers arranged by the team shall have been screened and the screen shall include a check of appropriate Department of Motor Vehicle records.
- The Member Program or team shall provide adequate supervision through coaches and other adult chaperones. If a team is composed of both male and female players, then it is recommended that chaperones are arranged of the same gender.
- Minor Participants should share rooms with other Participants of the same gender, with the appropriate number of players assigned per room depending on accommodations.
- Regular monitoring and curfew checks should be made of each room by at least two properly screened adults. All Applicable Adults, including coaches, staff, volunteers and chaperones, travelling with a team shall be familiar with the SafeSport Program Handbook to monitor compliance with all SafeSport Policies.
- The team personnel shall ask hotels to block adult pay per view channels.
- Meetings shall be conducted consistent with USA Hockey's One-on-One Interactions Policy (i.e., any such meeting shall be observable and interruptible). Individual meetings between a player and coach may not occur in hotel sleeping rooms.
- All players shall be permitted to make regular check in phone calls to parents. Team personnel shall allow for any unscheduled check in phone calls initiated by either the player or parents.
- Family members who wish to stay in the team hotel shall be permitted and encouraged to do so.
- The team shall make every effort to accommodate reasonable parental requests when a child is away from home without a parent.

- Travel itineraries will be distributed to parents and will include chaperone and player room assignments, and contact information for all team personnel and chaperones.
- If disciplinary action against a player is required while the player is traveling without his/her parents, reasonable attempts to notify the player's parents will be made before any action is taken.
- No coach or chaperone shall at any time be under the influence of alcohol or drugs while performing their coaching and/or chaperoning duties.
- In all cases involving travel, parents have the right to transport their minor player and have the minor player stay in their hotel room. Upon proof of a violation of USA Hockey's policies regarding travel, the offending Member Program, team or person will be subject to appropriate disciplinary action.

Monitoring and Supervision aspect of USA Hockey's SafeSport Program

- **Team Coaches** — The head coach for each team shall be responsible for monitoring his or her team so that locker rooms are being properly supervised in accordance with the Locker Room Policy, that the team's travel is conducted in accordance with the Travel Policy, that all team electronic communications are in accordance with the Social Media and Electronic Communications Policy, and that any billeting of players is in accordance with the Billeting Policy. — It is recognized that the head coach may not be personally responsible for direct supervision of each of the above areas at all times and may delegate responsibility to team personnel for certain activities or to other properly trained and screened adults, but as the primary supervisor of the team, the head coach shall be responsible for delegating duties as necessary to result in compliance.