



Water Polo
QUEENSLAND

CHAPERONE POLICY

Our commitment

Water Polo Queensland is committed to ensuring the safety and well-being of all young people involved in our sport. The role of Chaperone is part of that commitment.

We are committed to providing the best possible support for chaperones and the young people with whom they work with and have under their care and guidance. These roles also play an important role in creating a positive team culture, in fostering cooperation and team spirit.

Chaperones

A chaperone is any team coach, assistant coach, team manager or supervising adult appointed by Water Polo Queensland for the supervision of athletes.

Water Polo Queensland will appoint and use chaperones for all events, tours, away trips hosted by the Association.

The chaperone to athlete ratio will be at least 1:8, one chaperone for every eight athletes.

Chaperones will be appointed for all away trips that include at least one overnight stay.

Scope

This policy applies to anyone, whether they are in a paid or voluntary capacity, who is appointed as a chaperone for Water Polo Queensland. This policy will continue to apply to a person even after they have stopped their association or employment with Water Polo Queensland if disciplinary action, related to their role as chaperone, has commenced.

Responsibilities

The chaperone's role varies from one team or event to the next. The final list of responsibilities will be determined by Water Polo Queensland, depending on the age of the athletes, the nature of the event and the skills and qualifications of other accompanying adults.



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A chaperone accompanying a team or group of athletes will be required to:

- ensure athletes are supervised at all times;
- keep a record of any instance where an athlete is released to the care of their parents
- ensure athletes do not enter the accommodation of any other team/gender and only access the building/floor allocated to their team;
- ensure the schedule is followed, for example, curfews, meal times, training sessions;
- make sure athletes have any clothing or equipment they need for competition or training, for example, the right uniform and relevant accreditations;
- ensure athletes attend all meals at the accommodation dining hall or organise and prepare any “in house” meals and supervise athlete involvement in meal preparation and clear up;
- enforce the rules and report any infraction of the Athlete Code of Conduct or Member Protection Policy;
- handle any emergencies with common sense;
- accompany an injured or ill athlete who needs medical attention;
- make sure other relevant policies are adhered to;
- work cooperatively with all team officials;
- help supervise travel schedules and travel logistics;
- not consume any alcoholic beverages whilst on tour;
- safeguard the athletes valuables and money etc. when appropriate;

Selection criteria

Any person being considered for appointment to the role of Chaperone must:

- be over the age of 18;
- have completed a Working with Children Check;
- be registered on SportsTG;
- possess a current driver’s license;
- have a current first aid certificate (desirable);

Accommodation

Where possible, chaperones will be given their own separate room. However, on occasion, chaperones may be required to share a room with another chaperone, the coach or manager or another accompanying adult.

A chaperone may share a room with his or her son or daughter.

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Expenses

Chaperones are appointed on a voluntary basis.

Water Polo Queensland will cover the following expenses for Chaperones:

- Team Uniform
- Return Flights (where applicable)
- Transport/Car hire whilst on tour
- All meals whilst on tour
- Any entry fees e.g. pool entry whilst on tour

In the instance where a chaperone is required to purchase items in relation to the tour, an Expense Form must be completed listing all expenses for reimbursement and submitted, along with original receipts, to the WPQ office.