



Title Team Ontario Traveling Code	Effective Date November 3, 2018	Page 1 of 4
Policy Number HR 16	Updates and Replaces November 10, 2012	
	Next Review Date November 2021	

POLICY STATEMENT

Athletes, coaches, chaperones and parents traveling as part of Team Ontario represent themselves, the province of Ontario, the OTA, their sport and community when they travel to compete in an event. Accordingly, it is important that Team Ontario representatives maintain standards of conduct that make all of us proud of our athletes and ensure families that a safe and meaningful experience will be gained by all those involved.

All athletes representing the Ontario Tennis Association, as members of Team Ontario, are required to conduct themselves in an appropriate manner and comply with the following Traveling Code. This Traveling Code is in effect from the point of departure until the athlete returns home. Players are reminded that they have been selected and are competing for Team Ontario, not simply for themselves, so basic standards of behaviour are expected.

Infractions of the Traveling Code may result in suspension from Team Ontario and/or OTA sanctioned events, being withdrawn from the competition, being sent home early and incurring the associated expenses.

RESPONSIBILITY

1. The **OTA Player Development Manager** is responsible for implementing this policy.
2. The **OTA Executive Director (ED)** is responsible for offering support and advice to staff and ensuring all staff are trained to deal with scenarios which may arise as a result of implementation of this policy.
3. The **OTA Abuse & Harassment Officer** is responsible for implementing the abuse and harassment policy should an incident occur.

DEFINITIONS

1. **Junior Player** - as defined in the OTA Bylaws, anyone under the age of 18 years of age as of January 1st of the current year

REFERENCE POLICIES

HR1 – Abuse & Harassment
OTA Code of Conduct Manual (latest version)



Title	Effective Date	Page
Team Ontario Traveling Code	November 3, 2018	2 of 4
Policy Number	Updates and Replaces	
HR 16	November 10, 2012	
	Next Review Date	
	November 2021	

PROCEDURE DEVELOPMENT

1. Athletes are not allowed to use and/or have in their possession alcoholic beverages, drugs other than those prescribed by a physician, or weapons.
2. No athlete is permitted the use of any tobacco product.
3. Appropriate behavior is mandatory. When behaviour is determined to be unacceptable by the coaches, that athlete may be withdrawn from the competition and sent home at his/her own expense. In extreme cases, suspension from the Ontario Tennis Association may occur.
Examples of inappropriate behavior include: lewd, promiscuous or offensive conduct or behavior unbecoming of an athlete representative of the team; failure to comply with the stated rules, including curfew as established by the Team Ontario coaches; any behavior or conduct in violation of any law, including the criminal code or similar statute, and any breach of this Code.
4. Responsible, orderly and reasonably quiet behavior is expected of all athletes at all times, including: while traveling on rented or public transportation, when at the event site, in restaurants and all other public areas, within the confines of the hotel.
5. Hotel etiquette of the highest caliber is mandatory. Because hotels are resting places for all guests, the following behaviour is not acceptable: running up and down hallways, constant room to room phoning, excessive levels of noise, crank phone calls to anyone in the hotel, pranks of any nature which may result in damage to property, injury or disruption to any guests including teammates, failing to comply with hotel rules and regulations.
6. The OTA will facilitate and assist with the reservation of rooms for all Team Ontario events; e.g. Nationals, Inter-Regionals. Players are given the following options:
 - o Reserve a room with: Team Ontario teammate (s), parent or alone
 - o The OTA staff reserves the right to place players together in order to reduce costs; therefore, two players may be placed together in a room with two separate beds; three per room if there are three beds.
 - o Players may request to share a bed with another and such requests will be granted if feasible and if both players and their parents are in agreement.
 - o A parent and a player sharing a room may share a bed; they may also arrange with another player of the same gender to stay with them provided that the other player has his/her own bed
 - o The OTA will NOT mandate that players share a bed.



**ONTARIO TENNIS
ASSOCIATION**

**GENERAL
POLICIES & PROCEDURES**

Title Team Ontario Traveling Code	Effective Date November 3, 2018	Page 3 of 4
Policy Number HR 16	Updates and Replaces November 10, 2012	
	Next Review Date November 2021	

- Athletes must at no times be in hotel rooms occupied by athletes of the opposite sex with closed doors. Whenever a member of the opposite sex is in a hotel room the door must be propped open.
 - The OTA will not allow a Team Ontario coach to stay with players in the same room; however, if there are multiple rooms in a condominium type complex e.g. three bedroom condo with living rooms and kitchen – a Team Ontario coach is permitted to stay with players provided that he/she has a separate bedroom.
7. All team members must respect one another's individual needs for rest and quiet times, which could vary from day to day. As a general rule for athletes, any person requesting peace and quiet in their hotel room must be granted that request! The athlete's purpose for being there is to compete. Socializing is secondary.
 8. Curfews, as determined by the coaching staff, are set to ensure proper rest for all athletes. These must be adhered to at all times. Failure to comply may result in an athlete being withdrawn from the competition and sent home at his/her own expense.
 9. Athletes are responsible for reporting to the Team Ontario coaches other teammates' behavior that does not comply to this Traveling Code.
 10. Curfews, and all other standards of this Traveling Code, are to be followed regardless of the athlete's status within the competition, even if they have been eliminated or injured, so long as they are a member of Team Ontario at the event.
 11. Infractions will be dealt with on an individual basis and action may be taken immediately or after the return of the Team.
 12. The OTA's Abuse & Harassment policy will be followed should an incident occur.

APPROVALS

on behalf of the Executive Committee		
		Date:
President		
		Date:
on behalf of the Board of Directors		
		Date:



**ONTARIO TENNIS
ASSOCIATION**

**GENERAL
POLICIES & PROCEDURES**

Title	Effective Date	Page
Team Ontario Traveling Code	November 3, 2018	4 of 4
Policy Number HR 16	Updates and Replaces November 10, 2012	
	Next Review Date November 2021	