



FAMILY AND FRIENDS PROGRAM PROCEDURES AND RULES

STATEMENT

The Family and Friends Program Procedures and Rules applies to all Swimming Canada National Teams. Swimming Canada recognizes and values the benefits for Team members of having the support of family and friends. However, all swimmers representing Canada at international swimming championships and games have been selected to compete for their country and must ensure all of their actions outside of the Team environment support the attainment of their peak performance in the competition they are competing at. All Team staff have been appointed to represent their country and to ensure that the Team environment supports the swimmers to attain their peak performance in the competition.

1. **Definition of Family and Friends (F&F) Group:**
 - a. F&F of any swimmer who is selected to a Swimming Canada Team each year (Olympic or Paralympic Program) as determined by Swimming Canada from time to time.
 - b. F&F of any swimmer who receives Sport Canada AAP (carding) at the Senior level.
 - c. F&F of any swimmer who is selected to a major Development Teams activity as determined by Swimming Canada from time to time.
 - d. F&F as identified by any of the above classified athletes would be parent(s), guardian, spouse, partner, or other as designated by the athlete.
2. Each swimmer will be asked to identify one person from their Family and Friends Group to act as the key contact with Swimming Canada. This individual will be Swimming Canada's primary point of contact and it will be the responsibility of this individual to communicate with the larger Family and Friends group of their swimmer.
3. Family and Friends of Swimmers and Staff are required to book accommodations at a different location/hotel from where the Team is accommodated. It is a rule of Swimming Canada, that family and friends cannot book accommodation and stay in the Swimming Canada Team hotel. This rule is applicable to all Team members; swimmers and staff.
4. All swimmers representing Canada at International Swimming Championships and Games have been selected to compete for their country and must ensure all their actions outside of the pool environment support the attainment of their peak performance in the competition they are competing.
5. Personal Coaches not on the Team, are asked to refer to and comply with the Swimming Canada Personal Coach Program and to refer to the Team protocols that are listed in this in the Team Handbook.
6. All swimmers' Family and Friends and their personal coaches who are not on the Team are asked to refer to the team protocols listed in this Team Handbook, which applies to all Swimming Canada National Teams.



7. The established Team training program and the competition schedule will take priority on a daily basis, and will not be compromised in order for attendance at activities such as media, team sponsor requests, personal coach requests (not on Team) and or family & friends requests to meet athletes who are on national team duty.
8. Permission to leave the Team environment will not be given during times when mandatory commitments such as Team meetings are taking place.
9. It is recognized that on occasions swimmers may make a request for dispensation to meet parents, family and friends. A request for dispensation will be assessed in the first instance with the coach responsible for the performance of the athlete at the competition (the group coach), who would then consider this with the athlete before referring the request to the Team Head Coach(es), Team Leader and the Team Manager.
10. It is Swimming Canada's Team protocol that Swimmers will not be permitted to engage in social activities such as meals out from the team environment and sightseeing prior to their competitive events, unless dispensation is given. This is primarily the situation and the protocol will be adhered to.
11. No swimmer will be given dispensation the day prior to a competitive swim, between heats, semi-finals/finals or on the morning of a final swim. Where possible any opportunity will be considered following the conclusion of the swimmer's competitive program,
12. Provided all guidelines are respected, time with family and friends for swimmers having completed their competitive program can be arranged following the conclusion of all heat and final sessions that they are required to attend, and provided no mandatory Team commitments will be interfered with.
13. Swimmers who for example are competing at the start of the Championships/Games and then are not then competing again until the end of the competition may be given dispensation to meet up with family and friends between performances.
14. All reasonable requests will be considered with the intention of maintaining peak performance in the Championships and Games.
15. The expected conduct of the Team members has been defined and agreed to in the Athlete Agreement, Code of Conduct. Swimmers given dispensation to visit with family and friends are still required to maintain the lifestyle of a professional athlete who is still competing on the Team.