

# PARTICIPANT HANDBOOK

HELLO AND WELCOME TO TULSA YOUTH ROWING



# THE PURPOSE OF THIS HANDBOOK

The purpose of this handbook is to provide an overview of Tulsa Youth Rowing Association's mission, goals, policies and procedures. Handbooks of other rowing clubs helped to inspire its content with additional content taken from USRowing policies. Additional information may be found on our website [www.okrowing.org](http://www.okrowing.org). You are encouraged to contact the Head Coach or a board member with any questions that you might have regarding Tulsa Youth Rowing Association policies and procedures.



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# MISSION & VISION

## Vision Statement:

"Rowing Beyond Boundaries, Serving Beyond Ourselves"

Our vision is to be more than a competitive rowing team; we aim to be a force for positive transformation. We envision a future where our athletes not only achieve remarkable success in rowing but also actively contribute to the betterment of society through community service. By fostering a spirit of unity, resilience, and service, we aspire to inspire others to join us in creating a world where excellence and compassion go hand in hand.

## Mission Statement:

Rowing Together, and Impacting Beyond: Tulsa Youth Rowing Association's Mission

At Tulsa Youth Rowing Association, our mission goes beyond the pursuit of athletic excellence; we are dedicated to shaping not only strong rowers but also compassionate and responsible citizens. Our competitive rowing team is united by our commitment to pushing our physical and mental limits while making a positive impact on the communities we serve.



Guided by our mission, we endeavor to achieve the following objectives:

1. **Unwavering Excellence:** We strive for excellence in every stroke, every race, and every practice. Through unwavering dedication, we aim to outperform our own limits, constantly evolving to achieve our full potential.
2. **Unity and Empowerment:** Our team is a close-knit community of diverse individuals, bonded by a shared love for rowing and a desire to support one another's growth. We empower each other on the water and off, fostering lifelong friendships and mutual respect.
3. **Resilience and Growth:** In rowing, as in life, challenges are inevitable. We cultivate mental resilience, overcoming obstacles with grit and determination. Through these experiences, we grow not only as athletes but also as individuals.
4. **Community Engagement:** We recognize our responsibility to give back to the communities that support us. Through active participation in community service projects, we make a positive impact by volunteering, fundraising, and contributing to causes close to our hearts.
5. **Sportsmanship and Integrity:** On the water, we compete with integrity and sportsmanship, respecting our opponents and the sport itself. Beyond competition, we carry these values into our interactions with others, embodying the qualities of honorable athletes.
6. **Continuous Learning:** We embrace a culture of learning, adapting our training methods, techniques, and strategies to remain at the forefront of rowing. By constantly evolving, we set the standard for performance and innovation.
7. **Inspiring Leadership:** Our athletes aspire to be leaders both in and out of the boat. Through our actions, we inspire others to pursue their passions, embrace teamwork, and contribute positively to society.
8. **Community Service:** We actively engage in community service initiatives, dedicating our time and resources to projects that uplift and improve the lives of those around us. Our commitment to service embodies our values of empathy, responsibility, and unity.

At Tulsa Youth Rowing Association, our journey is more than personal achievements; it's about the collective impact we make on the water and within the communities we touch. Through rowing together and impacting beyond, we aim to leave a legacy of excellence, camaraderie, and positive change that extends far beyond the finish line.

# INTRODUCTION TO ROWING

## Rowing 101:

Crew is the sport of rowing a lightweight boat (or shell) as fast as it will go! It is a sport that is not specific to people of any one age, gender or social group. Rowing can be recreational or competitive, and it can be an individual sport or, more commonly, a team sport. As a matter of fact, rowing is often described as the “ultimate team sport” as each rower’s individual effort, no matter how great, must harmonize with that of every other rower to create the smooth, synchronous flow of a winning boat.

There are two basic forms of rowing. In sweep rowing, each athlete handles a single oar. Sweep boats are designed for two, four, or eight rowers and are generally steered by a coxswain (“cox’n”). In sculling, each athlete handles two oars. Sculling boats are made for one, two, or four rowers and generally do not use coxswains. Most college and Olympic competitions feature sweep boats.

There are three types of racing in rowing: head races, indoor rowing races and sprint races. Head races are typically held in the fall on a 3K to 6K meter race course and are raced for time. Indoor races are usually held during the winter and are on standardized rowing machines called ergometers. Rowers race simultaneously for an equivalent distance of 2K meters. The climax of the rowing calendar is the sprint race season in the spring. The first boat across the finish line wins! Sprint distances are usually 2K meters or less.

## History of Rowing in Tulsa:

Dr. Charles Oliphant first promoted the benefit of exercise through rowing in Tulsa in the early 1980’s. After years on the Harvard crew, Dr. Oliphant wished to bring the sport home and make rowing available to participants of all means and ages. Tulsa Rowing Club was founded and, in 1989, began including high school students in their learn-to-row classes and encouraging them to train along with the adult members. These young athletes came to be known as Tulsa Rowing Club Juniors and a booster club was organized in 2004 to support TRCJ activities. In June of 1991, Charles and Arline Oliphant dedicated the Tulsa Rowing Club boathouse as their gift to the sport of rowing in Tulsa. Through several fundraisers, Tulsa Rowing Club purchased boats and equipment that allowed adult (masters) and junior members to participate in practice and regattas at a minimal cost. In 1996, the University of Tulsa established a women’s rowing team and began sharing storage space at the TRC boathouse. In April 2007, the University of Tulsa moved to a new boathouse on the Verdigris River, the J. Bird Sr. Shell Nest.

In 2013, Tulsa Rowing Club Juniors divested from the Tulsa Rowing Club to form an independent youth rowing organization, renamed Tulsa Youth Rowing Association (TYRA). The program continues to grow steadily in number and accomplishments.

# Regattas

## Goal

**The Central Youth Rowing Championships** in May is the zenith of our rowing year! This regatta brings together top junior crews from Arkansas, Colorado, Kansas, Louisiana, Missouri, Nebraska, New Mexico, Oklahoma, and Texas for two days of district championship racing and the opportunity to race at the US Rowing National Youth Championship. Our club has sent boats to Nationals for the past several consecutive years!

## Types Of Races

There are three types of races in rowing: head races, indoor rowing races, and sprint races.

- Head races are typically held in the fall on a 3000 to 6000 meter racecourse and are raced for time. Since navigation around curves, bridges, islands, or channels is usually involved, boats start one at a time at regularly staggered intervals and the boat in each event with the fastest elapsed time wins. A rower usually participates in only one head race per day. Typical elapsed times are 15 to 25 minutes.
- Indoor races are usually held during the winter and are on standardized rowing machines called ergometers. At an indoor race, multiple ergometers are set up side-by-side and the rowers race simultaneously for an equivalent distance of 2000 meters. The machines are usually linked to a computer that can display the real-time progress of each race to the rowers and spectators. Erg times for juniors range from 6:45 to 8:30 minutes. Winners are determined by the fastest recorded time in each class of age, weight, gender, and experience. Rowers typically race only once during an indoor event.
- Sprint race season in the spring and is the climax of the rowing calendar. Boats are arranged side by side at the starting line, as opposed to the single file approach of head races. The first boat across the finish line wins. Sprint distances are usually 2000 meters, but may be shortened to 1000 or even 500 meters due to weather conditions. Rowers can race from one to five sprint races in a day, depending on the rest time available and whether there are separate qualifying and final heats. Sprint races may be small “duel” events between two or three teams or can be large regattas involving up to fifty teams.

## Packing List

- All rowers and coxswains are expected to bring the following items to each regatta:
- Racing uniform; extra socks and change of clothes
- Running shoes
- Appropriate toiletries and medications
- Water bottle
- Layers of clothing, for any possible weather conditions while racing or resting
- Homework; extra reading, quiet games, or music to occupy you while resting
- Sun protection - sunscreen, hat or visor
- Spending money for meals, snacks, or souvenirs (unless provided by team)

## **Spectators**

**Athletes need space to be with teammates before and after the races.** Athletes will rest and prepare for other races in the tents provided. When a race is over, the athletes will meet with their coach and should not be distracted during this time. When the equipment is loaded on the trailer, TYRA athletes are free to go and mingle with parents and spectators.

To make the day more enjoyable, consider bringing some of the following items: various layers of clothing (weather conditions may improve or deteriorate rapidly throughout the day), reading and/or paperwork, binoculars, camera with zoom, picnic blanket, tent/canopy, and a folding chair.

**Please respect these guidelines as you support TYRA and your athlete.**

## **Vocabulary**

Coxswain – sounds like “cox’n”; the person steering and giving commands

+ - indicates a coxswain in the boat

x – indicates a sculling boat

Sweep – rowing with a single oar

Sculling – rowing with two oars

A Single (single scull) – one man sculling boat

A Double (double scull) – two man sculling boat

A pair – two man sweep boat

A Quad (quadruple scull) – four man sculling boat

A Four – four man sweep boat

An Eight – eight man sweep boat

“Weigh-enough” – a fancy way of saying “STOP!” Not a comment on one’s weight  
Foot stretcher – plate with shoes that the rower secures his/her feet to

Rigger – those “metal thingys” off the sides of the boat that supports the oar

Tulsa Youth Rowing Association 33 October 30, 2014



# GOVERNANCE

Tulsa Youth Rowing Association is a non-profit corporation and has applied for tax-exempt status under Section 501(c)(3) of the Internal Revenue Code. The Board of Directors, as governing body of TYRA, is responsible for implementation of organizational policy and management of the actions of TYRA officers, committees (if any), coaches and other agents of TYRA. Officers of TYRA may from time to time include a President, Vice President, Secretary and Treasurer. The Board and all of the officers of TYRA all have the authority – in their respective capacities (as provided in the TYRA Bylaws) – to act on behalf of the organization.

The Tulsa Youth Rowing Association Bylaws are available upon request.

# PROGRAMS

Rowing requires an abundance of mental discipline. Height, strength, and endurance are beneficial but will not take a rower further than their mind is willing to go. Successful rowers develop a deep practical understanding of the power of teamwork. They learn to build, perform and trust one another as a team, and they learn to deal with the common obstacles and snags that impede teamwork. Rowers learn a kind of mental discipline that stands them in good stead in any endeavor they may undertake.

## Athlete Requirements:

We seek high school age athletes with the determination to excel. The teams also need male and female coxswains who weigh less than 120/130 pounds, who are strong motivators, and who are willing to take charge.

### **A) Before any athlete can begin rowing:**

1. The athlete (and his or her parents or legal guardians, as applicable) must complete all forms and waivers (including the USRowing waiver) online via the registration link on our website.
2. The athlete and his or her parents or legal guardians must make payment arrangements via the registration link on our website.
3. The athlete must have a certified swim test evaluation and certification must be producible on demand. (Whenever possible, swim tests will be performed on the first day of Learn to Row or other similar beginner training.)
4. The athlete must have an annual pre-participation physical exam administered by a medical professional. (A copy of the athlete's school form is acceptable.)
5. The athlete and his or her parents or legal guardians must familiarize themselves with the Code of Conduct and the contents of this Handbook and agree to their terms.
6. The athlete and his or her parents or legal guardians must consent to random drug testing during the season.
7. The athlete must be at least 13 years of age to be eligible to participate in the competitive program, with the exception of coxswains.

### **B) Membership**

Once the athlete and his or her parents/guardians meet the requirements above, the athlete may be granted membership in TYRA, subject to the approval of the Head Coach and the Board of Directors. Membership is a privilege, and may be re-evaluated from time to time, based on the "coachability" (as defined in Section C, Part III) of the athlete and whether the athlete abides by the policies set forth in this Handbook.



## Teams:

Tulsa Youth Rowing Association offers both a competitive program for high school-aged athletes and a non-competitive gROWth program for middle school athletes. Middle school athletes may be considered for the competitive team, however registration requires approval by the coaching staff and may be re-evaluated from time to time based on the athlete's performance and coachability (as defined below).

The competitive team travels to local and regional regattas. Qualifying athletes may also be invited to participate in national and international competition. The competitive team includes (1) a Novice Program and (2) a Varsity Program. First-year rowers on the competitive team spend one year in the Novice Program regardless of age or grade. After the initial one-year period, returning rowers join the Varsity Program. The Novice Program and the Varsity Program are each composed of a women's squad and a men's squad who are trained by qualified coaches. In order to gain the most out of the sport, rowing requires all athletes to attend practice. Practice begins mid-August and continues through mid-May, and can extend into June for national, or international events. Initially the sculling style of rowing is taught, since the balanced motions are more natural to learn. Once the rowers are comfortable with basic sculling technique, most the athletes will also learn sweeping.

Competitions (regattas) start in late September or early October.

# POLICIES & PROCEDURES

## A. ATHLETE PROTECTION POLICY

In October, 2013, USRowing adopted new internal policies surrounding SafeSport and joined the United States Olympic Committee in its SafeSport campaign aimed at raising awareness, stopping child abuse in sport and creating a safe culture in sports programs across the country. As of October 2014, Tulsa Youth Rowing Association is pleased to announce that we have aligned our club policies with USRowing's SafeSport campaign to protect all athletes.

1. Safety is everyone's responsibility. All coaches, volunteers, athletes, and parents shall refrain from all forms of misconduct, which include:

- Bullying
- Harassment
- Hazing
- Emotional misconduct
- Physical misconduct
- Sexual misconduct, including child sexual abuse.

For a detailed description of definitions, exclusions and examples of prohibited conduct please refer to Appendix C.

2. Additional Prohibited Conduct:

- Incidents of lying or dishonesty
- Incidents of unsportsmanlike conduct
- Incidents of insubordination and disrespect to teammates, chaperones and/or coaching staff
- Incidents of vandalism and theft
- Incidents of unreported damage
- Incidents of use of alcohol, tobacco, or illegal drugs
- Incidents of use or possession of weapons
- Incidents of vulgar or offensive speech or behavior towards teammates, parents, coaches, race officials, competitors, and spectators including but not limited to phone calls, logbook entries, gestures, teasing, jokes, remarks, and innuendoes
- Incidents of personal displays of affection. PDA is not allowed at any team practice, competition or other team event. Displays of affection, which include hugging, kissing, sitting on laps, hand holding, or cuddling under blankets or in sleeping bags, are not acceptable behaviors at practice, on buses, or at any time in hotels or at regatta sites.

## **B. ATTENDANCE POLICY**

Maintaining a high level of commitment and participation is crucial for the success of our competitive rowing team. This attendance policy outlines the guidelines that ensure team cohesion, performance excellence, and fairness, while recognizing the need for occasional flexibility due to personal commitments.

### **1. Attendance Expectations:**

All team members are expected to attend and actively participate in all scheduled practices, competitions, meetings, and team events.

Consistent attendance contributes to the synchronization, rhythm, and overall progress of the team.

### **2. Types of Absences:**

**Unexcused Absences:** Each team member is allowed up to 5 unexcused absences per season. These absences do not require prior notification or justification.

**Excused Absences:** Each team member is allowed up to 6 excused absences per season. Excused absences include valid reasons such as illness, injury, academic commitments, family emergencies, and other documented extenuating circumstances.

### **3. Notice and Communication:**

For planned absences, team members must provide a minimum of 7 days' notice to the coaching staff and team captain. This notice allows the coaching staff to make necessary adjustments to training plans and boat assignments. Excused absences require documentation to validate the reason for the absence. Team members must submit appropriate documentation along with their notice.

### **4. Consequences of Excessive Absences:**

Should a team member exceed the combined limit of 5 unexcused and 6 excused absences per season, their eligibility to participate in races or events may be impacted.

Coaches will review each case individually, considering the reasons for the absences, their impact on the team's performance, and adherence to notice and documentation requirements.

### **5. Make-Up Sessions:**

In cases of excused absences, coaches may provide opportunities for make-up sessions to ensure that athletes do not fall behind in training. It is the team member's responsibility to actively seek out and attend these make-up sessions.

## **6. Appeals Process:**

If a team member believes there are exceptional circumstances surrounding their absences, they may appeal their case to the coaching staff or team leadership. Appeals should be made in writing, including relevant documentation and details that support their case.

## **7. Injury and Rehabilitation:**

Team members with injuries or medical conditions must communicate with the coaching staff immediately. A collaborative plan for rehabilitation, training modifications, and return to full participation will be developed.

A doctor's clearance may be required before resuming full training after an injury.

We value the dedication of each team member and understand the balance between rowing commitments and personal obligations. By adhering to this attendance policy, we uphold a fair and equitable approach to managing absences while fostering a culture of commitment, accountability, and shared success both on and off the water.

# **C. COACHING QUALIFICATION AND EXPECTATION**

A qualified coach trains each varsity and novice squad in both conditioning workouts and on-water practice.

## **1. Screening**

Coaches must consent to, and pass, a formal applicant screening process before performing services for TYRA. Elements of our screening process include, as applicable, successful completion of an application, interview, reference check and criminal background check. Criminal background checks will be refreshed every 3 years or as otherwise required by law or the USRowing guidelines.

## **2. Safety**

The primary concern of the coaches is to make sure that everyone stays safe while at practice, traveling to an event, or at an event. Our coaches complete an awareness training concerning misconduct in sport before performing services for TYRA and must successfully complete the test. Additionally, they will employ best efforts to prevent injuries, including coaching proper technique and making sure the proper safety precautions are taken. On the water, they will be aware of potential hazards and will make sure the crews can avoid them. Coaches will not put crews in a situation where the rowers are subject to injury; nor will they allow crews on the water if conditions are not safe including during high wind, fog, and/or lightning. The coaches will carry appropriate safety equipment in the launches at all times including, for example, items like an adjustable wrench, safety blankets for warmth, a First Aid Kit, and an extra plug for the launch.

### **3. Preparation**

Coaches will do their best to get practice started promptly and finish on time. They will come to practice with a specific plan for the day and a general plan for the week and month. They will try to make every practice count by giving the crews their full attention and best effort. Coaches are expected to arrive at practice at least 15 minutes before the official start time of practice and be prepared beforehand.

### **4. Boat Assignments**

Coaches will make all boat assignments for competitions and practices. A coach's determination on who will race in what boat will be based on several factors: Erg tests, seat racing, technique and an evaluation of each rower's weight and skill level. While erg testing is not an absolute measure of how fast someone rows, it is an indicator and a tool to be used by the coaches. Erg time substantially slower than the average will affect a rower's opportunity to get seat-raced. Seat racing allows the coaches to determine more precisely how well a rower actually moves in a boat.

Coxswains are also chosen with an eye toward maximum boat speed. The coach will evaluate the coxswain's ability to motivate and encourage the crew, make good decisions that keep his or her rowers and equipment safe, as well as the coxswain's knowledge of rowing and ability to convey to the crew the important aspects of drills and technique. Leadership ability both on and off the boat are critical factors in determining placement of a coxswain.

### **5. Coachability**

The coaches' objective in coaching each athlete is to help him or her become a better rower and team member. The coach can achieve this objective with participants who are "coachable." An athlete is considered coachable when he/she is self-reliant, motivated to improve, and takes an active role in aiding the process – whether in the boat or in the way the athlete conducts him or herself at practices and competitions. Coachability is compromised if an athlete needs constant supervision or is unwilling to follow a coach's instruction or advice on improving his or her ability, conduct and/or teamwork. Coachability is also compromised when an athlete – or any parent of an athlete – endeavors to impose his/her own will upon the coaches or the organization as a whole, such that the coach or organization cannot achieve objectives effectively. If coachability is compromised or diminished to such an extent that a coach cannot effectively perform his or her duties for the benefit of the team as a whole, the Head Coach may ask the uncoachable participant to withdraw from the program (either temporarily or permanently), or may recommend to the Board that the participant's membership be terminated. In such a case, the Board reserves the right, in its discretion, to terminate the membership of any such participant.

### **6. Oversight**

The Head Coach oversees the coaching staff and reports directly to the Board of Directors.

## **D. DISCIPLINARY RULES AND PROCEDURE POLICY**

While the Tulsa Youth Rowing Association endeavors to provide support and guidance to participants on a day-to-day basis, it is also important for TYRA to have a formal procedure for disciplinary action to address alleged violations of its policies and other inappropriate behaviors, which is consistent with TYRA's Bylaws.

### **1. Application**

TYRA's disciplinary policy (as described in this section) is used to address the following allegations against coaches, athletes, participants and/or volunteers:

Violations of TYRA's policies, as contained herein; and/or

Child abuse (emotional, physical or sexual) that does not involve an ongoing legal investigation or criminal prosecution. TYRA will not investigate an allegation of child physical or sexual abuse if it undermines or interferes with a pending legal investigation or criminal prosecution.

### **2. Disciplinary Rules**

TYRA recognizes that there are varying levels of misconduct. For example, physical and sexual misconduct are serious violations that may result in immediate dismissal. In contrast, a youth participant who tells a single sexually risqué joke constitutes less serious misconduct and depending on the circumstances, might be dealt with more appropriately through dialogue and a verbal warning. In all cases, TYRA's disciplinary procedures and actions will be proportionate, reasonable and applied fairly and equally.

### **3. Disciplinary Procedure**

If any participant wishes to report or question the actions of another member of the Tulsa Youth Rowing Association, they can promptly report the facts of the incident(s) and the name(s) of the involved individual(s) to any TYRA coach. Incidents involving disputes or grievances with coaching staff should be directed to the Head Coach of the Tulsa Youth Rowing Association. Incidents involving disputes or grievances with the Head Coach or a club volunteer should be directed to any member of the TYRA Board of Directors. Board Members are identified on the TYRA website.

On receipt of an allegation, the coach or Board of Directors will determine in its discretion the appropriate steps to address the conduct based on several factors, including (i) the age of the complainant or victim, (ii) the age of the accused and (iii) the nature, scope, and extent of the allegations.

TYRA's disciplinary response will depend on the nature and seriousness of the incident and in extreme cases, misconduct will result in immediate summary dismissal. If the accused individual is a minor, TYRA will contact the minor's parents or guardians.



#### **4. Disciplinary Action**

Sanctions for violations of the TYRA Participant Handbook will be proportionate and reasonable under the circumstances. Disciplinary actions will be decided at the discretion of the Head Coach with input from the coaching staff. In extreme cases, decisions on disciplinary action will involve Tulsa Youth Rowing Association Board members. In addition to day-to-day guidance, TYRA may take the following disciplinary actions, without limitation:

- Inform the individual's direct-line supervisor or, in the case of a youth participant, the youth's parent or guardian
- Provide the individual with guidance, redirection and instruction
- Temporary suspension from competition
- The filing of a formal incident report with the Board of Directors
- Issuance of a written or verbal warning, including a final warning before dismissal
- Implementation of a limited access notice (e.g., limiting an individual's access to certain buildings or to youth)
- Providing informed supervision, where at least one coach is informed of the allegation and is instructed to vigilantly supervise the accused participant in his or her interactions with the program and/or organization
- Engaging in restorative practices, i.e., creation of a respectful and safe dialogue when a misunderstanding or harm has occurred
- Suspending or terminating a membership, contract or other association or agency with TYRA
- **In the event of disciplinary action during a trip, parents may be asked to collect their athletes if appropriate to the offense and if present at the team's location.**

#### **5. Ongoing Association and/or Participation with Offenders**

On receipt of a credible and specific allegation of child abuse or other serious misconduct (e.g., physical and sexual abuse as defined in Section A above, the Athlete Protection Policy), TYRA may immediately suspend, disassociate or terminate the accused individual to ensure participant safety.

#### **6. Complainant Protection**

Regardless of outcome, TYRA will support the complainant(s) and his or her right to express concerns in good faith. TYRA will not encourage or tolerate attempts to retaliate, punish or in any way harm any individual(s) who report(s) a concern in good faith. Such actions will be grounds for disciplinary action.

#### **7. Bad-Faith Allegations**

Any individual who alleges misconduct under the Participant Handbook that, upon review, is determined to be malicious, frivolous or made in bad faith will be a violation of our Participant Handbook. Bad-faith allegations may also be subject to criminal or civil proceedings.

#### **8. Additional considerations related to the enforcement of club policies:**

- **Coach's Conference:** At any time, a parent or a coach may request a formal "coach's conference" attended by least two coaches, the parents of the athlete(s) who were involved, any chaperones who were involved, and, if requested by the coach or other party, a Board member. The purposes of the conference are to: explain which rules were violated, clarify the athlete's or parent's offending action(s), reiterate the terms of the consequence(s), provide an opportunity for the parent to comment on the coach's decision, and explain the possible consequences for further violations. This conference is meant to provide a forum for non-confrontational discussion; it does not represent any kind of appeals process. The authority to impose and/or modify consequences still remains entirely with the Head Coach and the TYRA Board of Directors.
- **Documentation:** At the conclusion of the coach's conference or other disciplinary meeting, the athlete, parent or Head Coach may request that the actions taken or agreed to in the meeting be recorded in writing and signed by all parties in acknowledgement of the disciplinary issue and any consequences imposed or agreed to in the meeting.

**While TYRA seeks to recruit, enroll and retain as many athletes as possible in the interest of growing its membership and providing the community with a vibrant youth rowing program, membership in TYRA is not a right, nor is it in any way guaranteed; accordingly, an athlete's membership in TYRA may be terminated or revoked at any time, without notice.**

### **E. DRUG TESTING POLICY**

The use of alcohol, drugs or related substances is inconsistent with the high level of performance necessary for membership and competitiveness in the Tulsa Youth Rowing Association athlete. In each rowing season and/or at any additional time in the discretion of the Head Coach, all athletes will be subject to random drug testing by an independent drug-testing laboratory. Drug testing samples will be taken on a random practice day at the place of practice. If an athlete is absent on the day of testing, they will be responsible for presenting themselves to the testing lab within 48 hours of the team testing date. The results will be communicated confidentially to the Head Coach who will handle all subsequent disciplinary action. Cost for a drug test is included in the club dues.

The official TYRA drug-testing lab is DATL, Inc. 2626 S. Sheridan Rd. Suite: 500 Tulsa, OK 74129 Phone: 918.664.3285 Fax: 918.664.5450

### **F. ELECTRONIC COMMUNICATIONS AND SOCIAL MEDIA POLICY**

As part of TYRA's emphasis on athlete safety, all electronic communications between a coach and athlete must be professional in nature and for the purpose of communicating information about team activities.

## **1. Messaging and Social Media**

As with any communication, the content of any electronic communication should be readily available to share with the athlete's family. At the request of a parent or guardian, any email, electronic text, social media or similar communication will copy or include the athlete's parents or guardians.

### **Instagram, Facebook, Blogs And Similar Sites**

Coaches may not have athletes of TYRA join a personal social media page. Athlete members and parents can friend the official TYRA page and coaches can communicate to athlete members through the site. All posts, messages, text, or media of any kind between coach and athlete must be professional in nature and for the purpose of communicating information about team activities or for team-oriented motivational purposes.

### **Twitter, Instant Messaging And Similar Media**

Coaches and athletes may "follow" each other. Coaches cannot "re-tweet" athlete message posts. All posts between coach and athlete must be for the purpose of communicating information about team activities.

### **Email And Similar Electronic Communications**

Athletes and coaches may use email to communicate. All email content between coach and athlete must be professional in nature and for the purpose of communicating information about team activities.

### **Texting And Similar Electronic Communications**

Texting is allowed between coaches and athletes. All texts between coach and athlete must be professional and for the purpose of communicating information about team activities.

### **Electronic Imagery**

From time to time, digital photos, videos of practice or competition, and other publicly obtainable images of the athlete – individually or in groups – may be taken. These photos and/or videos may be submitted to local, state or national publications, used in club videos, posted on club or club associated websites, or offered to the club families seasonally on disc or other electronic form. It is the default policy of TYRA to allow such practices as long as the athlete or athletes are in public view and such imagery is both appropriate and in the best interest of the athlete and the club. Imagery must not be contrary to any rules as outlined in TYRA's Handbook.

### **Request To Discontinue All Electronic Communications Or Imagery**

The parents or guardians of an athlete may request in writing that their child not be contacted by any

form of electronic communication by coaches (photography or videography).

## **2. Misconduct**

Social media and electronic communications can also be used to commit misconduct (e.g., emotional, sexual, bullying, harassment, and hazing). Such communications by coaches, staff, volunteers, administrators, officials, parents or athletes will not be tolerated and are considered violations of TYRA's Athlete Protection Policy.

## **3. Violations**

Violations of TYRA's Electronic Communications and Social Media Policy should be reported to the Head Coach or any Board member for evaluation. Complaints and allegations will be addressed under TYRA's Disciplinary Rules and Procedure set forth in Section D above.

## **G. FINANCIAL POLICY**

Information on seasonal dues and travel fees for all varsity and novice rowers may be found on the TYRA website. Payments will be processed via the TYRA website. Alternate payment arrangements must be pre-arranged with the Treasurer.

- Rowers whose accounts are in arrears may be subject to probation, suspension or expulsion and are not eligible for financial assistance.
- Dues cover the cost of coaching, USRowing membership, facilities usage, equipment, maintenance, insurance and administrative costs.
- TYRA reserves the right to make supplemental assessments for any actual increase in costs. Dues are set by the Board of Directors and are based on the anticipated costs and expenses of the club. The Board may at times make a special assessment of dues to satisfy liabilities incurred in the operation of the club.
- Travel fees vary by season and cover all of the costs associated with attending regattas.
- Uniform purchases are generally the responsibility of each rower. TYRA's website will provide direction on how to order from designated vendors and specific information for all required uniform articles. Required uniform articles may include 2 pre-row shirts, unisuits, and warm-ups.
- Each January, rowers are expected to participate in the Row-a-thon (RAT). As part of this expectation, a minimum pledge (or donation) amount may be imposed on each athlete. Donations generated by RAT are invested directly into the program and are a primary source of funding for TYRA equipment.
- Limited financial assistance may be available to qualified athletes to apply towards seasonal dues. Rowers will be fully responsible for their travel costs. All requests for financial assistance are considered on a single occasion at the beginning of each season. Applications are available on the website. You may also contact the Treasurer for more information.
- Athletes or their guardians shall be responsible for all costs incurred in with collection of past due balances including but not limited to NSF fees, court costs and attorney fees.
- Rowers and their guardians will be held financially responsible for any damage to equipment, rooms, facilities, buses, or personal property.

## H. PRACTICE POLICY

### 1. Attendance

Please refer to the Attendance Policy section of this handbook.

### 2. Facilities

Practice generally takes place at:

Tulsa Rowing Club boathouse

University of Tulsa indoor rowing tank facility

University of Tulsa boathouse on the Verdigris River at the Port of Catoosa

Special arrangements may be made to use other local facilities

- Treat the equipment with care. All of the equipment in the boathouse is expensive. Everyone is responsible for every piece of equipment they use.
- Not everything in the boathouse is for athlete use. Spare parts, coaches' equipment, and launches are for coaches' use only.
- Put things back where they belong. Make sure everything is in proper working order for the next rower.
- A coach must supervise all activities at the boathouse. TYRA athletes shall not have free access to the boathouse, door locks, or combinations.
- Inform coaches of any equipment problem: In order to make the necessary repairs, broken or damaged equipment must be reported as soon as it develops.
- Parking lots and parks areas: No vandalism will be tolerated and occurrence of such by athletes is grounds for disciplinary action. The parks are critical of horseplay in the parking lots, reckless driving, parking in fire lanes, and driving on the grass. Boathouse speed limit is 10 m.p.h.
- No trash should be left in and around any of the places used by the rowing team, including the boathouse, the surrounding parks, the Riverside trails, or Zink Lake. This includes water bottles, socks, towels, used tape, articles of clothing, food wrappers, etc.

### 3. Practice Schedule

The coaching staff determines the practice time and days at the beginning of each season (fall and spring). Typically, practice is five afternoons a week, after school, and every Saturday morning. Practices normally last two hours and include a combination of land work (including running, stretching, free weights, and circuits), ergometer repetitions, and water work. We make the most of the time we have. There are occasions when practice times and/or days need to be adjusted because of unforeseen circumstances. Rowers and parents are asked to be flexible and every effort will be made to notify parents and rowers as far in advance as possible.

#### **4. Questions**

Ask questions of your coaches and teammates after practice, especially if something said during the workout did not make sense.

#### **5. Transportation**

- Athletes or their parents/guardians are responsible for making all travel arrangements to and from practice.
- In an effort to minimize one-on-one interactions, TYRA coaches and/or volunteers, who are not also acting as a parent, should not drive alone with an unrelated athlete, unless otherwise agreed to in writing by the athlete's parent or guardian in advance of travel. In any case where a coach and/or volunteer is involved in the athlete's local travel, a parental release is required in advance.
- Coaches and volunteers who are also an athlete's parent/guardian may provide shared transportation for any athlete(s). We encourage parents/guardians to pick up their athlete first and drop off their athlete last in any shared or carpool travel arrangement. We also recommend completing a shared travel declaration form signed by the parents/guardians of any minor athlete who is being transported as part of such a carpool arrangement.

## **I. REGATTA POLICY**

### **1. Pre-Regatta**

- All athletes are expected to help de-rig the boats and load the boats and equipment in time for the trailer to depart. This may be a day or two prior to the regatta or the morning of the event. At least one of the coaches or a parent volunteer will transport the boats and equipment independent of the team's travel arrangements.
- All rowers are expected to attend the team pre-row before the regatta.
- All rowers and coxswains are expected to attend a team meeting on the evening prior to a regatta.
- Rowers not attending the pre-race team meeting without the prior consent of the coach may not be allowed to race at the regatta. The coaches will explain and finalize the following items:
  - Rower and coxswain assignments to boats and races
  - Regatta race schedule and other locale-specific instructions
  - Review of rules and expectations for attending racing events

### **2. Regatta**

- All rowers are expected to assemble at the boat trailer immediately upon arrival and begin rigging the boats. The coaches will go over the regatta schedule with the rowers.
- All rowers are then expected to warm up together and be prepared to launch at the appropriate time.
- Athletes who are not on the water are expected to assist with launching, landing, shoe shuttling, and last-

minute equipment needs.

- Rowers and coxswains will de-rig the shells as they are no longer needed and load them for transport.
- Athletes are expected to remain with the team at the team site at all times.
- Athletes should show their support for other crews in the program by cheering them along as necessary.
- Racing uniforms are also required and may only be worn at official regattas and team events, as directed by the coaching staff.

### **3. Post-Regatta**

- Athletes may not leave the regatta without the permission of the Head Coach.
- No trash should be left in or around any of the places used by the rowing team, such as the bus, hotel lobby, tent, trailer parking spot, or places where the athletes are rigging/de-rigging, warming up, spectating, resting, or eating.
- Athletes are to be picked up promptly.
- All athletes are expected to help de-rig the boats and unload the boats and equipment. This may be a day or two after the regatta or the evening after the event.

## **J. REPORTING POLICY**

### **1. Mandatory Reporting.**

Every TYRA coach and/or volunteer shall be required to report the following:

Violations of the Participant Handbook,

Misconduct as defined in Section A - the Athlete Protection Policy, and

Suspicious or allegations of child physical or sexual abuse.

As a matter of policy, TYRA does not investigate suspicions or allegations of child physical or sexual abuse or attempt to evaluate the credibility or validity of such allegations as a condition for reporting to the appropriate law enforcement authorities. All suspicions of child physical or sexual abuse will be reported to the appropriate law enforcement authorities.

### **2. Reporting Child Physical or Sexual Abuse**

Coaches and/or volunteers at TYRA are required to report suspicions or allegations of child sexual abuse by a colleague or co-worker, to the Head Coach or any TYRA Board member, and, where applicable, appropriate law enforcement authorities.

### **3. Reporting Misconduct and Policy Violations**

If any coach and/or volunteer receives an allegation or observes misconduct or other inappropriate behavior that is not reportable to the appropriate law enforcement authorities, it is the responsibility of each coach and/

or volunteer to report their observations to the Head Coach or a TYRA Board member. TYRA also encourages member parents/guardians, athletes and other sport participants to communicate violations of TYRA's Participant Handbook and/or allegations and suspicions of child physical and sexual abuse to a TYRA Board member. Where applicable, parents may also report to the appropriate law enforcement authorities.

#### **4. Reporting Procedure**

Coaches and volunteers may report to any coach or TYRA Board member with whom they are comfortable sharing their concerns. A coach and/or volunteer may, and in many cases must, report any allegation of child physical or sexual abuse to relevant law enforcement authorities.

TYRA will take a report in the way that is most comfortable for the person initiating a report including an anonymous, in-person, verbal or written report. Regardless of how you choose to report, it is helpful to TYRA for individuals to provide, at a minimum, (a) the name of the complainant; (b) the type of misconduct alleged and (c) the name(s) of the individual(s) alleged to have committed the misconduct.

To the extent permitted by law, and as appropriate, TYRA will keep confidential the complainant's name on request, not make public the names of potential victims, the accused perpetrator or the people who made a report of child physical and sexual abuse to the authorities.

#### **5. Notification**

Following TYRA's receipt of a credible allegation that results in the removal of a coach or other volunteer, TYRA may consider the circumstances in which it will notify other parents of athletes with whom the accused individual may have had contact. In TYRA's discretion, as appropriate, and after consultation with counsel, TYRA may notify its contractors, volunteers, parents, and/or athletes of any allegation of child physical or sexual abuse or other criminal behavior that (a) law enforcement authorities are actively investigating; or (b) that TYRA is investigating internally. Such notification may be advisable in order to determine if other incidents have occurred or if others may have witnessed the conduct that is the subject of the allegation.

## **K. TEAM TRAVEL POLICY**

### **1. Travel Generally**

Travel will be a standard aspect of our competitive season and TYRA has established policies to guide our travel, minimize one-on-one interactions and reduce the risk of misconduct. Adherence to these travel guidelines will increase athlete safety and improve the competitive experience while keeping travel a fun and enjoyable experience.

Team travel is overnight travel that occurs when TYRA coordinates or arranges for travel so that our teams can compete regionally, nationally or internationally. Because of the greater distances, coaches, volunteers and/or chaperones will travel with the athletes.



TYRA makes efforts to provide adequate supervision through coaches and other adult chaperones. Rowers are expected to comply with parent chaperones' requests and instructions during travel and overnight regattas. Arguing and/or ignoring a chaperone will not be tolerated and may result in disciplinary actions.

For team travel, hotels and air travel will be booked in advance by TYRA. Athletes will share rooms with 2- 5 athletes assigned per room depending on accommodations. TYRA will also notify hotel management should any special arrangements be warranted. For instance, we may ask hotels to block pay per view channels and we may request an additional large room or suite so that our members and athletes may socialize as a group. Meetings do not occur in hotel rooms, and we may reserve a separate space for adults and athletes to socialize.

We encourage family members who wish to stay in the team hotel to do so if the hotel is able to accommodate them. If family members are unable or choose not to stay in the team hotel, we encourage all athletes to call parents and guardians regularly and allow for any unscheduled calls by either the athlete or parent/guardian.

## **2. Travel Notification**

When possible, TYRA will provide reasonable advance notice before team travel. Notice will include the dates, location, duration of competition, and a contact person within TYRA. This individual will be the point of contact to confirm your intention to travel and to help with travel details. TYRA will post specific travel itineraries (or "trip sheets") when they become available. These will include a more detailed, "hour- by-hour" itinerary as well as contact information for team travel chaperones and the designated team hotel(s).

## **3. Individual Travel**

The nature of our sport and competition structure means that individual athletes may sometimes need to travel overnight without other athletes. Under these circumstances, we encourage minimizing one-on-one time between a coach and athlete by:

- Traveling with an additional coach or chaperone
- Inviting parents/guardians to travel with their athlete (for athletes under age 18)

For individual travel, we attempt to provide alternative guidelines. Depending on the nature of the travel and competition, these guidelines may include:

- Compressing the travel schedule to reduce the number of nights athletes are away from home
- Providing regular organizational check-in phone calls to the traveling athlete and coach
- Encouraging more frequent and unscheduled check-in phone calls initiated by parents/guardians (for minor athletes)
- Complying with reasonable parental requests when a child is away from home without a guardian

When only one athlete and one coach travel to a competition, the athlete must have his or her parents' or legal guardian's written permission in advance to travel alone with the coach.

#### **4. Mixed-Gender And Mixed-Age Travel**

Tulsa Youth Rowing Association is made up of male and female athletes across various ages. Athletes will never share a room with individuals of the opposite sex. Each athlete will share a room with other athletes of the same sex and, when practical, the same general age group.

Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling or spouse of that particular athlete). Where an adult is registered both as a coach and an athlete member of TYRA, and is functioning primarily as a coach, he or she may share sleeping arrangements with another registered coach.

#### **5. Coach And Staff Responsibilities**

During team travel, coaches will help athletes and fellow coaches adhere to policy guidelines, including, without limitation, the Travel Policy and Reporting Policy.

When not practicing, training, competing, or preparing for competition, coaches and staff will monitor the activities of athletes and fellow coaches during team travel. Coaches and staff will:

- a. prepare athletes for team travel and make athletes aware of all expectations. Supplemental information will be given to parents/guardians of athletes who are considered inexperienced travelers, new or relatively new to team travel, or who are under the age of 14
- b. familiarize themselves with all travel itineraries and schedules before the initiation of team travel
- c. conform to, and monitor for others' adherence, the Athlete Protection Policy and all policies
- d. during team travel
- e. encourage minor athletes to participate in regular, at least daily, scheduled communications with their parents/guardians
- f. help athletes be on time for all team commitments (as possible)
- g. assist with team travel logistical needs (as possible)
- h. support chaperones and/or participate in the monitoring of athletes for adherence to curfew restrictions set based on age and competition schedule as listed in travel itinerary
- i. ensure athletes are complying with hotel room restrictions based on gender or age bracket requirements
- j. make certain that athletes are not alone in a hotel room with any adult apart from a family member; this includes coaches and chaperones
- k. not use drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing their coaching duties
- l. immediately report any concerns about physical or sexual abuse, misconduct, or policy violations
- m. notify parents before taking any disciplinary action against a minor athlete if the athlete is traveling without his or her parents.

## **6. Chaperone Responsibilities**

From time to time, TYRA may request certain individuals to act as chaperones during TYRA team travel in order to ensure that the athletes, coaches, and volunteers adhere to the TYRA's policy guidelines. While these include the Travel Policy, it also includes all other relevant policies contained in TYRA's Handbook. Before an individual can be enlisted by TYRA to act as chaperone, he or she must undergo a criminal background check and will not be permitted to have one-on-one interaction with athletes or other youth participants, except as permitted under the terms of this Handbook.

Chaperones will monitor the activities of all coaches, volunteers and athletes during team travel. Specifically, chaperones will:

- a. familiarize themselves with all travel itineraries and schedules before team travel
- b. monitor for adherences to club policies during team travel
- c. encourage minor athletes to participate in regular, at least daily, scheduled communications with their parents/guardians
- d. help athletes be on time for all team commitments (as possible)
- e. assist coaches, staff and other volunteers with team travel logistical needs (as possible)
- f. monitor athletes for adherence to curfew restrictions set based on age and competition schedule as listed in travel itinerary
- g. ensure athletes comply with hotel room restrictions based on gender or age bracket requirements
- h. not use drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing their chaperone duties
- i. make certain that athletes are not alone in a hotel room with any adult apart from a family member; this includes coaches, staff and chaperones
- j. immediately report any concerns about sexual and physical abuse, misconduct or policy violations to a TYRA board member or coach.

## **7. Travel Costs**

- Travel fees associated with regatta participation will be set by the TYRA Board based on the anticipated costs of transportation, lodging, food, trailering and entry fees.
- To avoid regatta charges, athletes must notify the coach and TYRA treasurer in writing at least 2 weeks in advance of their intent not to attend a regatta.
- Parents/Guardians of rowers who do not wish to participate in team-provided benefits (e.g. transportation, food, etc.) will still participate in the sharing of the total costs, including the benefit in which they do not wish to participate.

## **8. Transportation**

- All team members will travel to, at, and from regattas with the team.
- When traveling to an event, travel uniforms are required.
- For safety reasons, rowers/coxswains are not allowed to drive to, from, or at regattas to minimize the potential of any accidents and liability to TYRA.
- In the case of alternative transportation, the parent/guardian must provide the Head Coach a waiver of said desire, a release of liability, and a statement that the rower is not driving him or herself.
- Bus regulations and standards include the following:
  - seating may be separated by gender,
  - all seats are limited to one occupant,
  - one person at a time is allowed in the bathroom, o athletes may be reassigned seats at any time,
  - everyone will keep their hands to themselves (no PDA, slapping, hitting, or grabbing), o everyone will keep their language clean and respectful,
  - Everyone will clean up their area and throw trash away.

## **9. Lodging**

- Athletes must stay overnight in the hotel room with assigned team members, regardless of the presence of a parent on the trip or at the hotel. Exceptions for health reasons will be made under special circumstances with advance written request from the athlete's parents/guardians and with approval by the Head Coach.
- Athletes will respect other hotel guests and hotel property. Noise levels must be kept down, especially when the team arrives late at night.
- Athletes of the opposite sex are not allowed into each other's hotel rooms, except when a coach or chaperone is present. No one other than coaches, chaperones, or registered team members is allowed in the hotel rooms or on the bus without prior approval of the Head Coach.
- The coaches will provide a time for "lights out." After "lights out" athletes are restricted to their assigned rooms and are expected to get a good night's sleep.
- In the case of alternative lodging, the parent/guardian must provide the Head Coach a waiver of said desire, a release of liability to the team, and a statement that the rower will be accompanied by an adult at all times when the rower is not with the team, including the hotel room of choice.

# EXPECTATIONS OF ATHLETES

**ACADEMICS:** Crew imparts a serious sense of discipline, which seems to carry over to better academic performance by requiring careful budgeting of time between sports and schoolwork. Our rowers have traditionally maintained very high grade point averages. Though we try to minimize any conflicts between rowing and time at school, some of the trips will require that the athletes miss some or all of a school day. Students should check with classmates about assignments that were made in the classes that they missed and should arrange with their teachers for making up homework or tests. As much as possible, please consider the competition schedule when arranging to take standardized tests, such as the SAT and ACT. These tests must be registered for many weeks in advance and have a limited choice of schedules, but with careful planning, dates may be available so that both testing and rowing obligations can be met.

**BOATS:** All members are expected to be safety conscious at all times. Only members of this program are allowed into the boats, except for guests approved by the coach or potential new team members during specific introductory classes. Anyone sitting in a boat must sign a waiver, pass a swimming skills test, and pay applicable dues and fees prior to doing so. In the case of rowers under the age of 18, a parent or guardian must sign the waiver. Members must not do anything that will endanger another person while either on the water or on land and will report any unsafe practices to a coach. Additional guidelines regarding safe navigation on the water are posted at the boathouse and on the TYRA website.

**CONFIDENCE:** Occasionally some things may seem trivial and a waste of time, but your coaches know what they are doing. Trust them to help you excel at the sport.

**DRUG-FREE:** Consumption of alcohol, vape, use of tobacco products, or use or possession of illegal drugs at any time during a rowing season, including the optional summer season or an extension of a season to attend championship events will result in immediate disciplinary action. Dues and fees will not be refunded. This includes any distribution of illegal substances.

**EFFORT:** If you try your hardest each day, good results will follow. Your goal should be to get stronger and faster every day. Make today's 100% effort tomorrow's 95% level. You are part of the team and the boat will move only as fast as the slowest rower. Everyone in the boat has the capacity for improvement and you are expected to make use of every opportunity to both learn and get better.

**ACCOUNTABILITY:** Athletes are expected to be responsible, proactive, and accountable. This means logging workouts in their individual workout spreadsheet within 24 hours of completing the workout, checking the spreadsheet before practice to familiarize themselves with the workout for the day, and entering the correct

metrics.

**NO TALKING IN THE BOAT:** The coach and the coxswain/or bow should be the only voices heard on the water. The rowers' safety depends on everyone concentrating and remaining focused on rowing.

**PREPARATION:**

- Please allow for changes in weather. You should bring spare clothing in case you get wet. You should bring sufficient accessories to protect yourself from cold, rain, and direct sun - sunscreen, hats, windbreakers, or visors may be needed.
- Show up to practice on time, be ready to work, and leave your personal problems in the parking lot. If you need to use the restroom or fill a water bottle, please do it before the boat the boat assignments have been given out; latecomers will be left on shore with an erg workout. Success requires hard work and every practice counts. Once in a boat, focus on rowing only, get "into the zone", and do your best to improve.

**PRIDE:** Many good people have put a great deal of time into building the TYRA program into what it is today. Appreciate those past efforts and be proud of the current involvement from the coaches, parents, and sponsors. The way that you conduct yourself at a regatta and around the novice rowers will affect others' perception of you and the program. Take pride in who you are and where you come from. Be gracious to your opponents, whether they win or lose, and congratulate them on racing well. They undoubtedly have trained as long and hard as you have.

**PUNCTUALITY:** Be prompt for races, practices, carpools, meetings, and all other TYRA events. If you show up late, make every attempt to get ready as quickly as possible. Athletes are expected to be picked up promptly after practices and regattas.

**TEAMWORK:**

- While teamwork plays an important role in all team sports, it is absolutely crucial in rowing. There are no stars in rowing. A boat's success depends on all rowers putting forth a 100% effort in unison.
- Crew is a mental endeavor as well as a physical one; the psychological pressure not to let your team down can be significant. This focus on teamwork serves rowers well in school and throughout life.
- Physically, rowing requires a near-perfect blend of strength, coordination, and endurance: strength in the delivery of each stroke; coordination in the timing of the delivery; and endurance in the ability to sustain maximum output for distances of up to three miles.

# EXPECTATIONS OF PARENTS

**Participation:** Parents and guardians are strongly encouraged to participate in TYRA activities and support their rower or coxswain's participation in rowing. Tulsa Youth Rowing Association is primarily a volunteer-run organization and relies on the participation of all its members. All families will be contacted throughout the year to volunteer time, talents, or treasures. This could include serving as an officer or on a committee, assisting with regattas, calling on local businesses for contributions, or driving in a carpool. Participation in these activities helps to further the success of each rower or coxswain's hard work on the water and helps keep fees as low as possible.

**Schoolwork:** Since most regattas begin early Saturday mornings, it will occasionally be necessary for athletes to miss school days. Parents are responsible for notifying the school well in advance of the planned absence of their child for a regatta. Parents should remind the students to obtain assignments made on the days that they miss and to arrange with their teachers to make up homework or tests. Many standardized tests, such as PSAT, SAT, ACT, AP, and IB tests, must be applied for many weeks in advance and have a limited choice of schedules. Please consider the team's race schedule when you help your child plan their test dates. Alternative test dates may be available or you may be able to arrange alternative transportation so that both testing and rowing obligations can be met.

**Support the coaches:** Understand that the coaches will do their best to provide a supportive and competitive environment for each rower and coxswain. The coaches strive to motivate each participant to reach his or her goals in a safe and encouraging environment. TYRA is committed to the personal and athletic excellence and the growth of each rower as an individual and as part of a competitive rowing program. The coaches have all been members of competitive teams and understand the struggles that the rowers/coxswains face. If, as a parent or guardian, you have a question or concern about your rower's or coxswain's ability or participation on the team, please speak with a coach outside of practice time or a racing event, or share your concerns with a TYRA Board member at any time. While the coaches would appreciate the parent's support regarding training, they also understand the importance of academic excellence for all participants, and will support any parent's decision to determine their rower's participation based on academic performance and commitments.

It is not appropriate for a parent(s) to engage in menacing, threatening, or intimidating behavior toward any coach at any location. Further, any behavior toward a TYRA Board member, officer or other TYRA agent that is of a harassing and/or intimidating nature will not be tolerated. Consequences for such behavior may include:

- Any coach may request that a parent leave the premises of a practice, regatta, or event for the remainder of the day if a parent exhibits threatening behavior toward a coach or rower
- A parent may be prohibited from acting in the capacity of a chaperone
- A parent may be asked to attend a "coach's conference" before being allowed to return to the premises
- A parent may be prohibited from setting foot on boathouse property or attending any TYRA activity for the remainder of the season;
- The membership of that parent's child may be terminated.

# ATHLETE PROTECTION POLICY

## 1. Bullying

- a. An intentional, persistent and repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended, or have the reasonable potential, to cause fear, humiliation or physical harm in an attempt to socially exclude, diminish or isolate the targeted athlete(s), as a condition of membership
- b. Any act or conduct described as bullying under federal or state law

### **Exceptions**

Bullying does not include group or team behaviors that (a) are meant to establish normative team behaviors, or (b) promote team cohesion.

For example, bullying does not include verbal admonitions to encourage team members to train harder and to push through a difficult training regimen.

### **Examples**

Examples of bullying prohibited by this Policy include, without limitation:

- a. Physical behaviors. Behaviors that include (1) hitting, pushing, punching, beating, biting, striking, kicking, choking, or slapping an athlete; (2) throwing at, or hitting an athlete with, objects such as sporting equipment.
- b. Verbal and emotional behaviors. Behaviors that include (1) teasing, ridiculing, intimidating; (2) spreading rumors or making false statements; or (3) using electronic communications, social media, or other technology to harass, frighten, intimidate or humiliate (“cyber bullying”).

## 2. Harassment

- a. A repeated pattern of physical and/or non-physical behaviors that (1) are intended to cause fear, humiliation or annoyance, (2) offend or degrade, (3) create a hostile environment or (4) reflect discriminatory bias in an attempt to establish dominance, superiority or power over an individual athlete or group based on gender, race, ethnicity, culture, religion, sexual orientation, gender expression or mental or physical disability; or
- b. Any act or conduct described as harassment under federal or state law

### **Exceptions**

None

### **Examples**

Examples of harassment prohibited by this Policy include, without limitation:

Physical offenses. Behaviors that include (1) hitting, pushing, punching, beating, biting, striking, kicking, choking or



slapping an athlete or participant; (2) throwing at or hitting an athlete with objects including sporting equipment. Non-physical offenses. Behaviors that include (1) making negative or disparaging comments about an athlete's sexual orientation, gender expression, disability, religion, skin color, or ethnic traits; (2) displaying offensive materials, gestures, or symbols; (3) withholding or reducing playing time to an athlete based on his or her sexual orientation.

### **3. Hazing**

- a. Coercing, requiring, forcing or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members; or
- b. Any act or conduct described as hazing under federal or state law

#### ***Exception***

Hazing does not include group or team activities that (a) are meant to establish normative team behaviors or (b) promote team cohesion.

#### ***Examples***

Examples of hazing prohibited by this Policy include, without limitation:

- a. requiring, forcing or otherwise requiring the consumption of alcohol or illegal drugs
- b. tying, taping or otherwise physically restraining an athlete
- c. sexual simulations or sexual acts of any nature
- d. sleep deprivation, otherwise unnecessary schedule disruption or the withholding of water and/or food
- e. social actions (e.g. grossly inappropriate or provocative clothing) or public displays (e.g. public nudity) that are illegal or meant to draw ridicule
- f. beating, paddling or other forms of physical assault
- g. excessive training requirements focused on individuals on a team

### **4. Emotional Misconduct**

Note: Bullying, harassment, and hazing, defined above, often involve some form of emotional misconduct.

- a. A pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to an athlete. Non-contact behaviors include:
  - verbal acts
  - physical acts
  - acts that deny attention or support

- b. Any act or conduct described as emotional abuse or misconduct under federal or state law (e.g. child abuse, child neglect).

**Exception**

Emotional misconduct does not include professionally-accepted coaching methods of skill enhancement, physical conditioning, team building, discipline or improving athletic performance.

**Examples**

Examples of emotional misconduct prohibited by this policy include, without limitation:

- a. Verbal Acts. A pattern of verbal behaviors that (1) attack an athlete personally (e.g., calling them worthless, fat or disgusting) or (2) repeatedly and excessively yelling at a particular participant or participants in a manner that serves no productive training or motivational purpose.
- b. Physical Acts. A pattern of physically aggressive behaviors, such as (1) throwing sport equipment, water bottles or chairs at, or in the presence of, participants; or (2) punching walls, windows or other objects.
- c. Acts that Deny Attention and Support. A pattern of (1) ignoring an athlete for extended periods of time or (2) routinely or arbitrarily excluding participants from practice.

**5. Physical Misconduct**

Note: Bullying, harassment and hazing, defined above, often involve some form of physical misconduct.

- a. Contact or non-contact conduct that results in, or reasonably threaten to, cause physical harm to an athlete or other sport participants; or
- b. Any act or conduct described as physical abuse or misconduct under federal or state law (e.g. child abuse, child neglect, assault).

**Exceptions**

Physical misconduct does not include professionally-accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athlete performance. For example, hitting, punching, and kicking are well-regulated forms of contact in combat sports, but have no place in swimming.

**Examples**

Examples of physical misconduct prohibited by this Policy include, without limitation:

Contact offenses. Behaviors that include:

- punching, beating, biting, striking, choking or slapping an athlete;
- intentionally hitting an athlete with objects or sporting equipment;
- providing alcohol to an athlete under the legal drinking age (under U.S. law);
- providing illegal drugs or non-prescribed medications to any athlete;

- encouraging or permitting an athlete to return to play pre-maturely following a serious injury (e.g., a concussion) and without the clearance of a medical professional;
- prescribing dieting or other weight-control methods (e.g., weigh-ins, caliper tests) without regard for the nutritional well-being and health of athlete.

Non-contact offenses. Behaviors that include:

- isolating an athlete in a confined space (e.g., locking an athlete in a small space);
- forcing an athlete to assume a painful stance or position for no athletic purpose (e.g. requiring an athlete to kneel on a harmful surface);
- withholding, recommending against or denying adequate hydration, nutrition, medical attention or sleep.

## **6. Sexual Misconduct**

- a. Any touching or non-touching sexual interaction that is (1) non consensual or forced, (2) coerced or manipulated, or (3) perpetrated in an aggressive, harassing, exploitative or threatening manner;
- b. Any sexual interaction between an athlete and an individual with evaluative, direct or indirect authority. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative; or
- c. Any act or conduct described as sexual abuse or misconduct under federal or state law (e.g. sexual abuse, sexual exploitation, rape)

Note: An imbalance of power is always assumed between a coach and an athlete.

### ***Types of Sexual Misconduct***

Types of sexual misconduct include:

- sexual assault,
- sexual harassment,
- sexual abuse, or
- any other sexual intimacies that exploit an athlete. Minors cannot consent to sexual activity with an adult, and all sexual interaction between an adult and a minor is strictly prohibited.

### ***Exceptions***

None

### ***Examples***

Examples of sexual misconduct prohibited under this Policy include, without limitation:

- a. Touching offenses. Behaviors that include:
- b. fondling an athlete's breasts or buttocks

- c. exchange of reward in sport (e.g., team placement, scores, feedback) for sexual favors
- d. genital contact
- e. sexual relations or intimacies between persons in a position of trust, authority and/or evaluative and supervisory control over athletes or other sport participants.

Non-touching offenses. Behaviors that include:

- a. a coach discussing his or her sex life with an athlete
- b. a coach asking an athlete about his or her sex life
- c. coach requesting or sending a nude or partial-dress photo to athlete
- d. exposing athletes to pornographic material
- e. sending athletes sexually explicit or suggestive electronic or written messages or photos (e.g. "sexting")
- f. deliberately exposing an athlete to sexual acts
- g. deliberately exposing an athlete to nudity (except in situations where locker rooms and changing areas are shared)
- h. sexual harassment; specifically, the sexual solicitation, physical advances, or verbal or nonverbal conduct that is sexual in nature, and
- i. is unwelcome, offensive or creates a hostile environment, and the offending individual knows or is told this
- j. is sufficiently severe or intense to be harassing to a reasonable person in the context.

### **7. Child Sexual Abuse**

- a. Any sexual activity with a child where consent is not or cannot be given. This includes sexual contact with a child that is accomplished by deception, manipulation, force or threat of force, regardless of the age of the participants, and all sexual interactions between an adult and a child, regardless of whether there is deception or the child understands the sexual nature of the activity.

***Note concerning peer-to-peer child sexual abuse: Sexual contact between minors also can be abusive. Whether or not a sexual interaction between children constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children, and/or whether there is an imbalance of power and/or intellectual capabilities.***

- b. Any act or conduct described as child sexual abuse under federal or state law. Sexually abusive acts may include sexual penetration, sexual touching or non-contact sexual acts such as verbal acts, sexually suggestive electronic or written communications, exposure or voyeurism.

### **Willfully Tolerating Misconduct**

It is a violation of this Athlete Protection Policy if a staff member and/or volunteer knows of misconduct, but takes no action to intervene on behalf of the athlete(s), participant(s), staff member, and/or volunteer.

### **Reporting**

Although these policies are designed to reduce child sexual abuse and other misconduct, it can still occur.

Staff members, volunteers and participants of TYRA shall follow the reporting procedures set forth in TYRA'S Reporting Policy. **TYRA does not investigate suspicions or allegations of child physical or sexual abuse, or attempt to evaluate the credibility or validity of such allegations, as a condition of reporting suspicions or allegations to the appropriate law enforcement authorities.**

### **Violations**

Violations of the Athlete Protection Policy shall be reported pursuant to our Reporting Policy and will be addressed under our Disciplinary Rules and Procedure.

# NO QUIT POLICY

We commit to not quit. Teams teach lessons that last a lifetime. One of the most valuable, is the lesson of keeping your commitment to your team and teammates for one complete season. As a small team and organization, we rely heavily on full athlete participation for the whole season. We require our athletes to sign a "No Quit" agreement prior to being allowed to participate on any team. If an athlete decides to leave the team during the season without coach's written permission, full-season tuition will still be required and not refunded.

# AGREEMENT OF POLICIES

In partnership with Tulsa Youth Rowing Association's Board of Directors and Coaching Staff. I hereby agree to abide by all terms and policies set forth in this document.

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Printed Name of Athlete(s)

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Athlete Signature

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Date

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Athlete Signature

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Date

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Athlete Signature

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Date

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Parent / Legal Guardian Signature

---

Date





## CONTACT US

[president@okrowing.org](mailto:president@okrowing.org)

OKROWING.ORG

P.O. BOX 52268

TULSA, OK 74152