



ISC Gunners Travel
Parent Volunteer & Parent Volunteer Driver Responsibilities
April 30th, 2019

Parent Volunteer and Driver Responsibilities:

- Parents and guardians of players understand that parent volunteers, parent volunteer drivers and others assisting with out of town travel are unpaid volunteers. As such, they deserve full cooperation and support.
- Trip parent volunteers assume a major responsibility for player organization, safety, and supervision. By agreeing to accompany a team to an out-of-town tournament, they should be fully aware of their duties.
- Each parent volunteer and parent volunteer driver must submit a background check and obtain clearance through this background check before assisting with any team, at any time.
- Parent volunteers and parent volunteer drivers agree to check the team in at tournament check-in if the team manager is not attending the tournament.
- Parent volunteers and parent volunteer drivers should avoid being alone with any player other than their own child. If possible, have two adults or a minimum of two-three players present at all times when adults are with the players.
- Parent volunteers and parent volunteer drivers agree to pick up the team vans previously reserved by the Club and return the vans at the end of the tournament.
- Parent volunteer drivers agree to arrive in the Club assigned arrival and departure windows to ensure supervision and transportation to/from the hotel for all players arriving/departing within the arrival and departure windows, unless approved by the Club.
- Parent volunteers and parent volunteer drivers agree to manage the hotel check-in process upon arrival to the team hotel, as most rooms will be reserved in the parent volunteer's names and coach names.
- All drivers must have a valid driver's license and motor vehicle insurance with policy limits of not less than \$250,000. Drivers must provide the Club with a photocopy of a valid, current driver's license and proof of qualifying motor vehicle insurance.
- All parent volunteer and parent volunteer drivers must collect a completely filled out and signed Travel Permission Form from each player – form provided by the AGD.
- Ensure players travel in groups of no less than three.
- Ensure the location of players under their supervision and time of return.
- Enforce all curfew expectations set by the Club/coach.
- Ensure players attend all organized team functions including departures, arrivals, games, meals and practices unless exceptions are approved by the AGD.
- Enforce all expectations and policies for players set by the Club and the coach.
- Place a copy of the team itinerary inside each room/handout to each player and update with any changes, where applicable.

- Be fully available, at all times, to assist players.
- Have access to all emergency and medical forms for players under their supervision (this information will be in the team binder used to check-in the team for the tournament).
- Be aware of all medical needs and prescription medications of players under his/her direct supervision. These should be indicated on each player's medical forms.
- Drivers are strictly prohibited from consuming alcohol, cannabis or illegal drugs or substances prior to driving. Parent volunteers and parent volunteer drivers may consume alcohol in moderation away from the team and after all games have been concluded for the day. Parent volunteers and parent volunteer drivers may not use tobacco while in the presence of players.
- Parent volunteers are responsible for personally handling or assigning responsibility for team meals/snacks/water; curfew; injuries (take care of sick or injured players at the hotel or fields). NOTE: Any life-threatening medical emergency that occurs at the team hotel after curfew will absolutely require medical professionals to transport the player to the hospital. For any life-threatening emergency – parent volunteers and coaches will NOT transport any child – medical professionals will be called to assist!
- Parent volunteers and parent volunteer drivers are responsible for assisting the AGD/coach in creating a team itinerary once game schedules are released, if necessary, which would/could include:
 - Team meals (ensure that at least two of three, or three of four dinners are catered/delivered/brought back to the hotel for simplicity, ease and so players are resting throughout the event)
 - Arrival and departure times for all events on itinerary (meals, games, etc.)
 - College visits
 - Extracurricular activities
- Parent volunteers Behavior – All parent volunteers will demonstrate reasonable behavior at all times and will ensure that the players do the same.

Name of Event:

Event Dates:

Parent Volunteer/Driver Name Printed:

Parent Volunteer/Driver Signature:

Current Date: