

LONGHORN
AQUATICS

TEAM HANDBOOK

2026-2027

What Starts Here Changes the World!

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1. Contact Information

Website - www.longhornaquatics.utexas.edu

Location Address

Lee and Joe Jamail Texas Swimming Center
1900 Robert Dedman
Austin, TX 78712

The Lee and Joe Jamail Texas Swimming Center (TSC) is located on the corner of Martin Luther King Boulevard and Robert Dedman, south of Memorial Stadium and west of I-35.

Mailing Address

Longhorn Aquatics
1900 Robert Dedman D4050
Austin, TX 78712

Telephone Numbers

Longhorn Aquatics - (512) 471-7433
Texas Swimming Center Front Desk - (512) 471-7703
UT Police Department - (512) 471-4441

Coaching Questions - Coaches respond to brief questions before or after daily practice. [Please email the coach to schedule an appointment.](#)

Membership and Billing Questions - For information and questions regarding registration or billing matters, contact the Longhorn Aquatics Membership Office at TXLAmembership@austin.utexas.edu or (512) 232-5660.

2. Welcome

Welcome to Longhorn Aquatics!

Our pool is home to hundreds of Olympic Trials Qualifiers, over 70 Olympians, and some of the best coaches in the world. At Texas, what starts here, changes the world. Becoming a member of Longhorn Aquatics is larger than joining a swimming, diving or water polo team; you are becoming part of the Texas legacy that is like no other.

Longhorn Aquatics is here to provide well-rounded, competitive programs for all our athletes while instilling life-long health and well-being.

Please do not hesitate to contact me or your coaches with any questions.

Hook em' Horns!

Ann Pickens

Director

Ann.pickens@austin.utexas.edu

(512) 471-7433

3. Organization

1. Club Administration and Staff:

- i. **Club Administration** – Longhorn Aquatics (TXLA) is a club for competitive athletes of all ages and ability levels. TXLA is a member of USA Swimming, USA Diving, AAU Diving, US Masters Swimming, and USA Water Polo. Organizationally, TXLA is a University of Texas at Austin department operated under Financial and Administrative Services. TXLA offers age group programs for swimmers, divers, and water polo players aged 6 and over, as well as masters swimming, diving, and water polo, for adult swimmers who want to continue a health and wellness lifestyle. Each program offers opportunities for athletes to participate in local, national, and international levels of competition. All Longhorn Aquatics coaches and staff are employees of the University of Texas. No University funds may be used to support Longhorn Aquatics. Consequently, Longhorn Aquatics is considered a self-funded department.
- ii. **Staff** - Longhorn Aquatics strives to maintain a stable, well-trained, and experienced coaching staff at all levels of the program. Our hiring process starts with a pre-employment screening, including an interview and comprehensive criminal background check for each prospective employee. In accordance with state law, all coaches complete mandatory training for child abuse awareness and reporting. All coaches must have a current certification by their national governing body. Each coach has the combination of experience, education, and caring that makes for superior coaching. Longhorn Aquatics coaches are certified in First Aid, CPR, concussion training, safety training, athlete protection and have passed a Level 2 Background Check.

2. National Governing Bodies: To join Longhorn Aquatics, each athlete must be registered with their National Governing Bodies (NGB) i.e., USA Swimming, USA Diving, AAU Diving, US Masters Swimming or USA Water Polo.

- i. **USA Swimming** - <http://www.usaswimming.org> - USA Swimming is the national governing body for swimming in the United States. All swimmers are required to join USA Swimming for liability insurance that covers both TXLA and the swimmer. This is mandatory to practice and compete in meets throughout the year. TXLA is the assigned club code. ST (South Texas) is the assigned LSC (Local Swimming Committee).
- ii. **USA Diving & AAU Diving** - <http://www.usadiving.org> and <http://diving.aausports.org> - USA Diving and AAU are two of the National Governing Bodies for diving within the United States. All Longhorn Aquatics divers are **required to join AAU Diving**. Depending on the level of competition, USA Diving registration may be necessary to compete in

certain meets. When registering with AAU, select Longhorn Aquatics as your club/team. AAU Diving provides liability insurance that covers both TXLA and the diver. Divers must register with USA Diving before enrollment in TXLA.

- iii. **USA Water Polo** - <http://www.usawaterpolo.org/> - USA Water Polo is the National Governing Body for the sport of Water Polo in the United States. All TXLA Water Polo members are required to join USA Water Polo annually for liability insurance and to compete in certain meets throughout the training year. Minimum Bronze Level membership required. The coach can answer any membership level questions.
- iv. **United States Masters Swimming** - <http://usms.org> - United States Masters Swimming (USMS) is the national governing body for masters swimming within the United States. Longhorn Aquatics Masters swimmers are **required to join USMS** before enrollment. USMS registration provides liability insurance for Longhorn Aquatics.

4. Membership Requirements

1. Participants must be 6 years old at the time of registration
2. Participants must meet the minimum requirements set forth by the coaching staff. The Texas Swimming Center is one of the fastest pools in the world because we have no shallow water. The minimum depth is nine feet. All athletes must be able to swim in deep water before tryouts.
3. Participants (if over the age of 18) or the parent/legal guardian (if 18 or under) must register online and accept all waivers and policies electronically. This includes a Release and Indemnification agreement, TXLA Code of Conduct Rules, Minor Athlete Abuse Prevention Policy and the Social Media and Communication policy. Members are also asked to sign an optional photo release.
4. The participant must be fully registered and pay the full amount due before being admitted.
5. Participants must be registered with the required NGB for their program, and they **must present their membership card within 7 days of registering for Longhorn Aquatics**. Participants will be allowed to practice for at least 7 days from the registration date without their NGB card. After 7 days, their membership will be suspended until the card is presented.
6. Participants must type in their pin number each time to access the TSC deck and locker room. Pin numbers will be assigned after registration.
7. Participants must maintain a paid balance on his/her account with Longhorn Aquatics for all training fees, meet fees and other charges.
8. Participants must abide by all rules and regulations of Longhorn Aquatics, the Texas Swimming Center, the University of Texas at Austin, and their NGB.
9. Admission to each training group is offered preferentially to active members of Longhorn Aquatics. Qualified applicants are accepted on a first-come, first-served basis. A waiting list is maintained if a group is filled.
10. Attendance: Many groups have minimum attendance expectations. While it is understood that there will be unexpected absences from time to time, it should be recognized that competitive swimming, diving, and water polo, involve skill development, strength development, and endurance development which is related to the amount of training an athlete receives. Optimum progress is heavily dependent on regular attendance.
11. **Returning Athlete Policy:** An athlete that wishes to return to Longhorn Aquatics, after leaving for any reason, requires an invitation to return from the Head Coach *of their program*.
12. Team members who do not participate in a specific month of training risk losing their spot in their respective practice group. They will be assigned to a practice group by the Head Coach when returning, based on space availability and ability to fulfill practice requirements.

13. Medical Policy: If an athlete sustains a head injury, or any other injury requiring medical attention, a doctor's note approving return to their sport must be provided prior to returning to practice.

5. Required Volunteer Points for Age Group Swimming

1. Our volunteer system is a vital part of how we keep swimming meets well-staffed and to cover the expenses of events in a world-class facility. All members of Age Group Swimming are required to participate in the volunteer system, even if they do not compete in meets.
2. To meet the volunteer requirement, Age Group Swimming members must accrue a certain number of volunteer ***points*** each season. The number of volunteer ***points*** your family needs to earn is determined by the highest level of training in which your family participates. Find your family's highest level of training in the chart below to figure out how many volunteer ***points*** your family must fulfill each season. ***Points*** are awarded based on the position served.
3. Descriptions of our volunteer requirements, volunteering tips, and volunteer opportunities are listed on the following website:
<https://www.utexas.edu/longhornaquatics/programs/volunteering/>

i. Point Requirements for Swimming

	UT Swim Short Course Season	UT Swim Long Course Season
National	32	32
National Development	28	28
Senior	24	24
Senior Longhorn	18	18
Longhorn Advanced	18	18
Longhorn	12	12
Junior Longhorn	8	8

ii. Additional Information

- You can only earn volunteer points by working at TXLA-hosted events. Working at non-TXLA-hosted meets does not count toward the volunteer requirement.
- Prorated volunteer requirements will be dependent upon the *new* members' registration date.
- Families whose children participate in championship meets *hosted* by Longhorn Aquatics, (example- STAGS or higher championships) are required to volunteer or provide a volunteer for each day their child swims in that level meet, **even if the family has already met its point requirements.** Failure to comply will result in a \$50 per day fine.
- There are two volunteer periods: Short Course- September through March. Long Course- April through July. Each family is required to fulfill the assigned volunteer point for EACH season. A family with two swimmers will only have to fulfill the highest group

of volunteer points. Families that join TXLA after fall registration are responsible for fulfilling volunteer requirements on a prorated monthly basis.

- If a family leaves TXLA during the season, that family is responsible for paying fees for the remainder of their volunteer points.
- If you do not fulfill your family's volunteer requirements, **you will be billed a \$15.00 fee for each missing point.**

6. Communication

1. The email associated with your [SportsEngine account](#) will be used for communication regarding billing, account management and team information. The coaches regularly email specific group information to members. It is necessary for parents to take a proactive role by checking the TXLA website and their email frequently for updates. The ultimate responsibility for keeping up with meet and practice schedules, meet eligibility requirements, volunteer opportunities, and meet entry deadlines lies with each participant and/or their parent/guardians.
2. **Parents are never allowed on deck to meet with coaches during practice or meets.** If you wish to discuss your athlete's progress or performance, please email their coach to schedule a meeting. [Contact information is available on the Longhorn Aquatics website.](#)

7. Facility Information

1. Medical care may be provided by the Texas Swimming Center staff, coaches, or advanced medical personnel (UTPD-University of Texas Police Department, EMS, AFD).
 - i. Texas Swim Center
 - Athletes should arrive no earlier than 15 minutes prior to the start of practice and should depart by 15 minutes after practice ends.
 - All participants MUST know their pin number to check-in at the TSC Front Desk.
 - Athletes may bring a lock to secure their personal items in a day-use locker while in training but must remove the lock at the end of practice. Lockers are available for rent for the semester or annually at the TSC. Inquire at the TSC front desk for rates and availability.
 - The Texas Swim Center offers separate girls and boys locker rooms for authorized Longhorn Aquatics participants. These locker rooms are accessible from the pool deck. Please note, at times there are a variety of ages and programs who share these locker rooms. As an alternative option, we have two unisex restrooms on deck at the north and south ends of the pool. We recommend the use of these unisex restrooms during practice.
 - *Parents may access restrooms available on the second or third floors of the swim center. Locker rooms with shower access are not available for parents.*
2. **TSC Rules and Regulations** - All participants are expected to comply with the rules and regulations of The University of Texas at Austin and the Lee and Joe Jamail Texas Swimming Center (TSC). Neglecting to follow these regulations may lead to termination of privileges. A Longhorn Aquatics membership allows you access to participation in scheduled, supervised practice sessions and appropriate meets, but it is not a pass for unlimited access to the TSC.
 - i. Do not bring valuables to the TSC. Longhorn Aquatics participants may not leave equipment in the locker rooms between sessions without using a locker. You may bring your own lock for day use of a locker, but you must take your lock and equipment with you when you leave. Day use lockers will be cleared at the end of each day by TSC staff. Locks and lockers are also available for rent at the TSC front desk annually.
 - ii. Use only proper swimming equipment and attire.
 - iii. Do not leave the deck or locker rooms wet. Make sure to dry off completely before exiting the locker room or pool area.
 - iv. Bikes and scooters are not allowed inside the Texas Swimming Center. Do not lock bikes or scooters to hand railings near stairs or entrance ways.

- v. Only participants and staff are allowed out on deck. Parents, or children who are not members, must wait in the lobby or watch from the grandstands. If a visitor needs to contact someone in a restricted area, please contact the front desk for assistance.
- vi. All children must be under the direct supervision of an adult. Unsupervised children are not allowed in the building. Master's participants may not bring unattended children to practice.
- vii. The University of Texas at Austin is a tobacco free campus.
- viii. Glass is not allowed in the locker room or on the pool deck.
- ix. Trained service animals or service animals in training with identifiable vests will be allowed. Service animals must remain on a leash or in a harness at all times. **Support animals are not allowed in the facility.**

8. Billing Policies and Fee Information

1. Fees:

- i. **Annual Registration Fee-** An annual fee due upon registration is charged to each athlete.
- ii. **Monthly Training Fee-** Registration requires a full month's payment up front. Training fees are billed approximately on the 1st of each month. The fee is automatically drafted using the payment method set up upon registration. *A refund can be credited to the account if the new member begins practicing after the 1st of the month.* Fees for current members will not be prorated under any circumstance other than a documented medical condition. Contact the Membership Office at txlamembership@austin.utexas.edu to request a credit.
 - **Swimming** training fees will be billed out in a 9-month cycle (September-May) with June, July & August having no training fees charged. Members who join after September will be billed regular monthly fees.
 - **Diving** training fees will be billed for an 11-month cycle (September- July) with August having no training fees charged.
 - **Water Polo** training fees will be billed for an 11-month cycle (September-July) with August having no training fees charged.
 - **Masters** will be billed for 12 months (September-August).
- iii. **National Governing Body (NGB) Registration Fee-** An additional NGB membership fee is required for each athlete, each year.
 - USA Swimming, USMS, AAU, USA Diving and USA Water Polo registrations are handled by the individual participants online using the links provided above.
- iv. **Swim Meet Entry Fees**
 - A \$100 Travel Fee will be charged for attending out-of-state meets.
 - All competitors are required to pay an entry fee to the host team for all meets. To facilitate the entry process, Longhorn Aquatics pays the entry fees for the team and then bills the athlete for his/her entries. These fees will be added to your account and may be automatically charged the week after the event if your payment information is saved, or you will be required to log on to your [SportsEngine account](#) to pay the fees.
- v. **Diving Meet Entry Fees**
 - A \$100 Travel Fee will be charged for attending out-of-state meets.
 - All divers are required to pay their dive meet entry fees personally. TXLA does not pay the entry fees for the team.

- vi. **Water Polo Tournament Fees**
- Water Polo tournament fees vary throughout the season. Tournament fees are paid by TXLA. The participant will be charged their portion of the tournament fee following the tournament.
 - A \$100 Travel Fee will be charged for Water Polo for out-of-state tournaments.
 - Travel fees will be charged for Junior Olympic tournaments: In state \$50, out-of-state \$100. These will be charged in addition to each athlete's portion of tournament fees.
- vii. **PE Waiver Processing Fee**– Members who will need a PE Waiver processed for children enrolled in school must submit the required form from their child's school to Bridgette Laitala by email (bridgette.rhoades@austin.utexas.edu). There will be a \$25 processing fee per athlete, per semester, billed to your account at the end of the school year for this service. PE Waivers are reserved for High School age athletes.
- viii. **Volunteer Point Fee**– Members will be charged \$15.00 per unfulfilled volunteer point.
- ix. **Inactive Status (WITHDRAW POLICY)**– It is the responsibility of the parent or member to notify the TXLA Membership Office and inform the coach if the member must drop out of the TXLA program. The parent or member must submit an Inactive Status Form (available on the Longhorn Aquatics website) to the TXLA membership office by the 15th of the month BEFORE the month in which you plan to withdraw to avoid billing for the next month. The Membership Office will continue to bill until the form is properly submitted. Please be aware that all outstanding payments and volunteer points will be billed before the account is deactivated. Emails, phone calls, or individual communications with your coach is not considered sufficient notice.
- To reactivate your account please email TXLAMembership@austin.utexas.edu before the first of the month you wish to return.
- x. **Late Fee**– All monthly training fees are automatically charged to the member's preferred payment method on the 1st of the month. If the member's payment fails, the member will receive an automated email. Members have until the 5th of the month to update their payment information or contact the Membership Office if special consideration is needed. After this grace period, there will be a \$15.00 late fee assessed. A member is only allowed two failed monthly payments before their membership is suspended. The account must be brought current, and all late fees paid in full before the athlete is reinstated.
- Members with balances over 60 days will result in termination of membership. To avoid termination of your membership, contact

the Membership Office to make payment arrangements. A delinquent account with a balance that is 60 days overdue will be reported to the credit bureau and forwarded to a collection agency for collection efforts. In addition to the delinquent balance owed to Longhorn Aquatics, the member will be responsible for the additional fees charged by the collection agency.

- If a member is dropped from Longhorn Aquatics due to a delinquent account, all overdue and current account balances are immediately due in full. The member will not be allowed to return to the program at any point in the future until the balance is paid, or a payment arrangement has been entered. This fee goes on record with The University of Texas.

2. Member Discounts

- Multiple Family Member Discounts** – Families paying regular training fees with three (3) or more participants will receive a price reduction. The regular training fee will be paid for the 1st and 2nd highest level participant. A 25% discount will be applied to the regular training fee of the 3rd and subsequent highest-level participant(s).
- Multiple-Sport Athlete Discount**- Athletes who are enrolled in more than one sport, with TXLA, may be eligible for a monthly training fee discount. Multi-Sport Athlete Discount Forms are available upon request at TXLAMembership@austin.utexas.edu. This form requires signatures and approval from both coaches. It is at the coaches' discretion to determine if the athlete is eligible for a monthly discount, and this is based on the frequency the athlete can practice with each team. On the form, each coach will circle a 0%, 15%, or 25% discount rate. One discount per athlete. Submit the form to the Membership Office for review and approval.

9. Codes of Conduct

1. **The Longhorn Aquatics Family Code of Conduct -**

The Longhorn Aquatics Code of Conduct for our families is to help facilitate a nurturing environment for our athletes and a supportive environment for our coaching staff. As parents, it is essential to give our coaching staff the respect and authority they deserve to run their groups. By working together in partnership with them, our club can successfully help your athlete(s) achieve their full potential.

- i. Parents are expected to communicate respectfully and supportively with coaches, staff, and other families, avoiding any behavior—such as public criticism or divisive comments—that undermines team unity or the organization’s culture. Violations of this policy may result in disciplinary action, including warnings, suspension, or dismissal from the program.
- ii. Do not interrupt or confront the coaching staff on the pool deck during practice or competitions. Realize that athletes become easily confused when coached by parents and benefit most from positive reinforcement of the professional coaching staff’s instructions and advice.
- iii. Set the right example for our children by always showing respect and common courtesies to the team members, coaches, competitors, officials, parents, for all facilities and other property used during practice or competition.
- iv. Respect the integrity of officials by assuming decisions are based on honest, objective evaluations of performance. Only coaches may approach them for clarification of rulings.
- v. Demonstrate good sportsmanship during all practices, competitions, and team activities.
- vi. Additionally, parents are not permitted to enter a competition without their coach’s permission.
- vii. Taking pictures or videotaping at practices is prohibited by anyone other than a coach or hired professional for training purposes only. At *competitions*, videotaping or photographing of your own child from the spectator section is allowed. However, some venues may have specific guidelines regarding this within the facility, so please check upon arrival.
- viii. Use of alcohol, tobacco, drugs, other prohibited substances, violence, abusive or foul language, inappropriate sexual conduct, or any other behavior deemed dishonest, discourteous, offensive or disrespectful of others is prohibited. This is a violation of our Code of Conduct and could lead to a dismissal from the Longhorn Aquatics team.

BASIC RESPONSIBILITIES OF PARENTS - How to help your athlete reach their potential:

- ix. Assist the coaches in conducting effective practices by ensuring athletes arrive and leave on time. Encourage athletes to carry their equipment, pack their bags, and take responsibility of their sport.
- x. Arrive at competitions in time for volunteer or athlete check-in, stretching and warm-ups.
- xi. Do not compare your athletes to others, other teams, or siblings. Every athlete is different and develops differently and independently from one another. Our coaches design and develop their program structures with a lot of thought, research and experience behind it. Our mission as a club is focused on your athletes' long-term development and building them to be well rounded.
- xii. Trust and support your athlete and coach's decisions around goal setting, training commitments, event planning, and competition schedules. Do not impose your ambitions on your child. Do not expect best times, highest score or wins every time.
- xiii. Get involved....be an official, help volunteer, plan a group social. Find something you enjoy.

2. Longhorn Aquatics Athlete Code of Conduct - The Longhorn Aquatics Code of Conduct for our athletes has been developed to foster a positive competitive environment for all of its members. All Longhorn Aquatics athletes agree to the following standards of conduct outlined below in conjunction with each of their national governing bodies' Code of Conduct, as a member of USA Swimming, USA Diving, USA Water Polo, or US Masters Swimming.

- i. When representing TXLA, everyone is expected to behave in an exemplary manner. The reputation of TXLA, as well as the other athletes with you, is dependent on your behavior.
- ii. Any inappropriate use of cell phones, social media, or other devices is prohibited, especially in private areas such as locker rooms or hotel rooms. ***Cell phones cannot be out in the locker room at any time.***
- iii. Athletes will not show any unsportsmanlike conduct towards teammates, other athletes, parents, teams, or officials at any time.
- iv. Any bullying or allegations of bullying by any athlete shall be investigated, and disciplinary action will be at the staff's discretion.
- v. Athletes are expected to learn and understand the TXLA Communications Policy and comply with the standards set forth by the team.
- vi. Any act of fraud, deception, or dishonesty in connection with any athlete will be investigated, and appropriate actions will be taken.
- vii. Any non-consensual physical contact, obscene language or gesture, or other threatening language will not be tolerated and appropriate actions taken.

- viii. First impressions are important to the athlete's personal image, to TXLA, and to our sports. If the team attends special functions, travels, etc., appropriate team attire is required.
- ix. During competitions, athletes will wear TXLA attire and may not wear apparel that represents any other team or brands other than the team's sponsor.
- x. TXLA athletes are expected to always follow the directions of the coaching staff. At no time will disrespectful attitudes be tolerated by any athlete.
- xi. Any theft or misuse of property (facility, or other) will not be tolerated.
- xii. Athletes are not permitted to bring weapons of any sort to any practice or event.
- xiii. The illegal consumption of alcohol, the use of tobacco, or use of any non-prescribed drugs or illegal substance of any kind will not be tolerated. In addition, any team member found or suspected to be in the presence of others (regardless of team affiliation) participating in any of the above activities will be subject to the same punishments and probable expulsion from TXLA.
- xiv. The TXLA coaching and administrative staff holds the final word on any rules, regulations, or disciplinary actions.
- xv. Failure to comply with this Code of Conduct may result in, but not limited to, any or all the following actions: Athlete will not be allowed to participate in practices, competitions, team travel, team activities, suspension or expulsion from Longhorn Aquatics.

10. Minor Athlete Abuse Prevention Policy

In-Program Contact: Any contact (including communications, interactions or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to: competition, practices, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions and/or summits.

Adult Participants: Any adult 18 years of age or older who is a:

- USA Swimming member, either athlete or non-athlete;
- Participating non-member (e.g., meet marshals, meet computer operators, timers, etc.);
- Authorized, approved or appointed by USA Swimming, Zones, Local Swimming Committees (“LSCs”) or member clubs to have Regular Contact with (e.g., ongoing interactions during a 12- month period wherein the individual is in a role of active engagement) or authority over minor athletes; and/or
- Within the governance or disciplinary jurisdiction of USA Swimming, Zones, LSCs or member clubs.

GENERAL REQUIREMENT

USA Swimming, Zones, LSCs and member clubs are required to implement this Minor Athlete Abuse Prevention Policy in full. The Minor Athlete Abuse Prevention Policy must be reviewed and agreed to in writing by all athletes, parents/legal guardians, coaches and other non-athlete members of member clubs on an annual basis with such written agreement to be retained by the club or LSC, as applicable.

DEFINITIONS

Athlete: A USA Swimming athlete member.

Authority: When one person’s position over another person is such that, based on the totality of the circumstances, they have the power or right to direct, control, give orders to, or make decisions for that person (e.g., when a power imbalance exists).

Billeting: A residential environment facilitated by an Adult Participant or Organization, or sanctioned event staff in which a Minor Athlete is temporarily housed in a private home with an adult or family who is not related to or known by the Minor Athlete. This lodging arrangement is in conjunction with an activity related to sport.

Dual Relationship: When an Adult Participant has a relationship with a Minor Athlete that is outside of the sport program. Examples of Dual Relationships include, but are not

limited to, family members, mental health professionals, teachers, medical professionals and family friends.

Emergency Circumstances: A serious, unexpected and possibly dangerous situation that requires quick action and cannot be avoided. Emergency circumstances include, but are not limited to: a physical, mental or emotional medical emergency involving the Minor Athlete, relative of the Minor Athlete or relative of an Adult Participant; a Minor Athlete's suicidal ideations/behavior; a report of abuse; a severe weather event; and last-minute practice changes.

Electronic Communication: Includes, but not limited to, phone calls, emails, videoconferencing, video coaching, text-messaging, social media or any other electronic medium.

Event or Facility Under Partial or Full Jurisdiction: Includes any USA Swimming sanctioned event (including all travel and lodging in connection with participation in the event) or any facility that USA Swimming, Zones, LSCs or member clubs owns, leases or rents for practice, training or competition.

In-Program: Any contact (including communications, interactions or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Contact: Any contact (including communications, interactions or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to contact occurring at or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Massage: Any Massage, Manual Therapy, Therapeutic and Recovery modalities, involving an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to Massage, Manual Therapy, Therapeutic and Recovery modalities occurring at or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or

community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Travel: Any transportation or travel involving an Adult Participant and any Minor Athlete(s) related to participation in sport authorized or funded by USA Swimming. Examples include, but are not limited to transportation or travel to or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

Lodging and Residential Environment: Lodging arrangements include, but are not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting.

Massage: Any massage, rubdown, athletic training modality including physical modalities (e.g., stretching, physical manipulation, injury rehabilitation, etc.) and electronic or instrument assisted modalities (e.g., stim treatment, dry needling, cupping, etc.).

Minor Athlete: An athlete under 18 years of age who is a USA Swimming member or was a USA Swimming member within the previous 12 months¹.

Organization: USA Swimming, LSC or Club

Regular Contact: Ongoing interactions during a 12-month period wherein an Adult Participant is in a role of direct and active engagement with any minor athlete.

Close-In-Age Exception: In-Program Contact between an Adult Participant and a Minor Athlete is permitted if: a. b. The Adult Participant has no authority over the Minor Athlete; and The Adult Participant is not more than four years older, determined by birthday, than the Minor Athlete.

Dual Relationship Exception: An Adult Participant has a role or relationship with a Minor Athlete that is outside of the sport program. This exception requires written consent of the Minor Athlete's parent/legal guardian at least annually, which must also identify which portion of MAAPP the parent/guardian is providing consent.

Emergency Exception: Applies to all situations in MAAPP where an Adult Participant must violate requirement(s) of the MAAPP due to an emergency. Adult Participants must carefully consider whether specific circumstances meet the threshold of an emergency circumstance. a. It is strongly encouraged that the Organization or Adult Participant document the emergency circumstance.

ONE-ON-ONE INTERACTIONS

Observable and Interruptible – All one-on-one In-Program Contact interactions between a Minor Athlete and an Adult Participant must occur at an observable and interruptible distance from another adult, except:

- a. In emergency circumstances;
- b. When a Dual Relationship exists; and/or
- c. When the Close-In-Age Exception applies.

MEETINGS AND INDIVIDUAL TRAINING SESSIONS

1. Meetings

- a. Meetings between a Minor Athlete and an Adult Participant may only occur if another adult is present and where interactions can be easily observed and at an interruptible distance from another adult.
- b. If a one-on-one meeting takes place, the door to the room must remain unlocked and open. If available, it must occur in a room that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.
- c. Meetings must not be conducted in an Adult Participant or Athlete's hotel room or other overnight lodging location during In-Program Travel.

2. Meetings with Mental Health Care Professionals and/or Health Care Providers - If a licensed mental health care professional, health care provider, and/or a student under the supervision of a licensed mental health care professional or licensed health care provider, meets one-on-one with a Minor Athlete at an Event or Facility Under Partial or Full Jurisdiction of Organization in conjunction with participation, the meeting must be observable and interruptible by another adult, except if:

- a. The door remains unlocked;
- b. Another adult is present at the facility;
- c. The other adult is advised that a closed-door meeting is occurring although the Minor Athlete's identity does not need to be disclosed;
- d. When appropriate and not violating a providers professional licensure, the organization is notified that the licensed mental health care professional, health care provider, and/or a student under the supervision of a licensed mental health care professional or licensed health care provider, will be meeting with a Minor Athlete, whose name does not need to be disclosed; and
- e. The licensed mental health care professional, health care provider, and/or student under the supervision of a licensed mental health care professional

or licensed health care provider, obtains consent consistent with applicable laws and ethical standards, which can be withdrawn at any time.

3. Individual Training Sessions

- a. In-Program one-on-one individual training sessions outside of the regular course of training and practice between Adult Participants and Minor Athletes must be observable and interruptible by another adult, except:
 - i. When a Dual Relationship exists; and/or
 - ii. When the Close-In-Age Exception applies.
- b. The Adult Participant providing the individual training session must receive advance written consent from the Minor Athlete's parent/legal guardian at least annually, with a copy provided to the Organization, which can be withdrawn at any time.
- c. Parents/legal guardians must be allowed to observe the individual training session.
- d. Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

ELECTRONIC COMMUNICATIONS

I. Content

All Electronic Communication from Adult Participants to Minor Athletes must be professional in nature.

II. Open and Transparent

- a. If an Adult Participant communicates one-on-one with a Minor Athlete via Electronic Communications, the Minor Athlete's parent/legal guardian, or another adult family member, must be copied or included. If a Minor Athlete communicates to the Adult Participant privately first, said Adult Participant must copy or include the Minor Athlete's parent/legal guardian, or another adult family member, on any Electronic Communication response to the Minor Athlete. Adult Participants must only use Electronic Communication platforms that allow for Open and Transparent communication.
- b. The following exceptions apply to Section II(a):
 - i. In emergency circumstances;
 - ii. When a Dual Relationship exists; and/or
 - iii. When the Close-In-Age Exception applies.
- c. When an Adult Participant communicates electronically to the entire team or any number of Minor Athletes on the team, said Adult Participant must copy another Adult Participant.

III. Requests to Discontinue

Parents/legal guardians may request in writing that their Minor Athlete not be contacted through any form of electronic communication by Organization or by an Adult Participant subject to this Policy. Organization and/or Adult Participant must abide by any such request that the Minor Athlete not be contacted via electronic communication, or included in any social media post, absent emergency circumstances.

IV. Hours

Electronic communications must only be sent between the hours of 5:00 a.m. and 10:00 p.m. local time for the location of the Minor Athlete, unless emergency circumstances exist, or during competition travel.

V. Prohibited Electronic Communication

- a. Adult Participants are not permitted to maintain private social media connections with Minor Athletes and such Adult Participants are not permitted to accept new personal page requests on social media platforms from Minor Athletes, unless the Adult Participant has a fan page, or the contact is deemed as celebrity contact as opposed to Regular Contact. Existing social media connections with Minor Athletes must be discontinued. Minor Athletes may “friend”, “like” or “follow” USA Swimming’s official page.
- b. Adult Participants must not send private, instant or direct messages to a Minor Athlete through social media platforms.
- c. The following exceptions apply to Section V:
 - i. When a Dual Relationship exists; and/or
 - ii. When the Close-In-Age Exception applies.

IN-PROGRAM TRAVEL AND LODGING AND RESIDENTIAL ENVIRONMENTS

I. Transportation

- a. During In-Program Travel, observable and interruptible environments must be maintained.
- b. An Adult Participant must not transport a Minor Athlete one-on-one during In-Program Travel and must always transport at least two Minor Athletes, who are at least 8 years of age, or another Adult Participant except:
 - i. In emergency circumstances;
 - ii. When a Dual Relationship exists;
 - iii. When the Close-In-Age Exception applies; and/or
 - iv. The Minor Athlete’s parent/legal guardian has provided, at least annually, written consent for the Adult Participant to transport the Minor Athlete one-on-one, which can be withdrawn at any time.
- c. Adult Participants, including team managers and chaperones, who travel with USA Swimming athletes must be USA Swimming non-athlete members of USA Swimming.
- d. Adult Participants who are parents/legal guardians of Minor Athletes must pick up their Minor Athlete first and drop off their Minor Athlete last in any shared or carpool travel arrangement.

- e. Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

II. Lodging and Residential Environments

- a. An Adult Participant must not share a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, with an Athlete.
- b. During In-Program Travel, all In-Program Contact in a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, between an Adult Participant and a Minor Athlete must be observable and interruptible.
- c. During In-Program Travel, when doing room checks, two-deep leadership (two Adult Participants should be present) and observable and interruptible environments must be maintained.
- d. The following exceptions apply to II(a), (b) and (c):
 - i. When a Dual Relationship exists, the Adult Participant is not a coach, and the Minor Athlete's parent/legal guardian has provided advance, written consent for the lodging arrangement; and/or
 - ii. When the Close-In-Age Exception applies and the Minor Athlete's parent/legal guardian has provided advance, written consent for the lodging arrangement.
- e. Minor Athletes should be paired to share a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, with other Minor Athletes of the same competition category and of similar age. F. Adult Participants, including team managers and chaperones, who lodge with USA Swimming athletes must be USA Swimming non-athlete members of USA Swimming.

III. Written Consent

A Minor Athlete's parent/legal guardian must provide written consent, at least annually, for all In- Program Travel and lodging during In-Program Travel, which can be withdrawn at any time.

IV. Meetings

- a. Meetings during In-Program Travel must be conducted consistent with the One-on-One Interactions section of this Policy (e.g., any such meeting must be observable and interruptible).
- b. Meetings must not be conducted in an Adult Participant or athlete's hotel room or other overnight lodging location during In-Program Travel.
- c. [Recommended] Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

LOCKER ROOMS AND CHANGING AREAS

- I. Requirement to Use Locker Room or Changing Area
The designated locker room or changing area must be used when an athlete or Adult Participant changes, in whole or in part, into or out of a swimsuit when wearing just one suit (e.g., deck changing is prohibited).
- II. Observable and Interruptible
All In-Program Contact between Adult Participants and Minor Athletes in a locker room, changing area or similar space must be observable and interruptible, except:
 - a. In emergency circumstances;
 - b. A Dual Relationship exists; and/or
 - c. The Close-In-Age exception applies.
- III. Private or Semi-Private Space for Minor Athletes
Organization must provide a private or semi-private place for Minor Athletes that need to change clothes or undress at Events or Facilities Under Partial or Full Jurisdiction of Organization.
- IV. Use of Recording Devices
Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras and video cameras in locker rooms, changing areas, or similar spaces by a Minor Athlete or an Adult Participant is prohibited.
- V. Undress
Adult Participants must not remove their clothes or behave in a manner that intentionally or recklessly exposes his or her breasts, buttocks, groin or genitals to a Minor Athlete under any circumstance. An Adult Participant must not request a Minor Athlete to expose the Minor Athlete's breasts, buttocks, groin or genitals to the Adult Participant under any circumstance. Nothing in this section shall be construed to apply to areas of the body exposed while wearing swimwear which conforms to the current concept of the appropriate for the individual's competition category.
- VI. Showers
 - a. Adult Participants must not shower with Minor Athletes unless:
 - i. The Adult Participant meets the Close-in-Age Exception; and/or
 - ii. The shower is part of a pre- or post-activity rinse while wearing swimwear.
 - b. Parents/legal guardians may request in writing that their Minor Athlete(s) not change or shower with Adult Participants during In-Program Contact. Organization must abide by such a request.
- VII. Monitoring
Organization must regularly and randomly monitor the use of locker rooms and changing areas to ensure compliance with this Policy. Locker rooms and changing areas may be monitored by use of the following methods:
 - a. Conducting a sweep of the locker room or changing area before athletes arrive;

- b. Posting staff directly outside the locker room or changing area during periods of use;
- c. Leaving the doors open when adequate privacy is still possible; and/or
- d. Making occasional sweeps of the locker rooms or changing areas with women checking on female locker rooms and men checking on male locker rooms.

Every effort must be made to recognize when a Minor Athlete goes to the locker room or changing area during practice and competition, and, if the Minor Athlete does not return in a timely fashion, to check on the Minor Athlete's whereabouts.

VIII. Media and Championship Celebrations in Locker Rooms

Organization may permit recording or photography in locker rooms to highlight a sport or athletic accomplishment if:

- a. Parent/legal guardian consent has been obtained, when possible; and
- b. Organization approves the specific instance of recording or photography; and
- c. Two or more Adult Participants are present; and
- d. Everyone is fully clothed.

If a parent/legal guardian enters a locker room or changing area, it must only be a parent/legal guardian of the same competition category and the parent/legal guardian should notify a coach or administrator in advance.

MANUAL THERAPY, THERAPEUTIC, AND RECOVERY MODALITIES

I. General Requirement

Any In-Program Massage performed on an athlete must be conducted in an observable and interruptible location and must be performed by a licensed massage therapist or other certified professional. However, even if a coach is a licensed massage therapist, the coach must not perform a rubdown or massage of an athlete under any circumstance.

II. Additional Minor Athlete Requirements

- a. Written consent by a parent/legal guardian must be obtained in advance at least annually by the licensed massage therapist or other certified professional which can be withdrawn at any time.
- b. Parent/legal guardians must be allowed to observe the Massage, except for competition or training venues that limit credentialing.
- c. Any Massage of a Minor Athlete must be done with at least one other Adult Participant physically present and must never be done with only the Minor Athlete and the person performing the Massage in the room.
- d. Any Massage of a Minor Athlete must be performed with the Minor Athlete fully or partially clothed, ensuring that the breasts, buttocks, groin or genitals are always covered. Nothing in this section shall be construed to apply to areas of the body exposed while wearing swimwear which conforms to the current concept of the appropriate for the individual's competition category.
- e. The provider must narrate the steps in the modality before taking them, seeking consent of the Minor Athlete throughout the process.

Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

Any Massage of a Minor Athlete must only occur after a proper diagnosis from a treating physician and be done in the course of care according to the physician's treatment plan.

MAAPP APPENDIX A

REQUIRED BY U.S. CENTER FOR SAFESPORT FOR INCLUSION AS APPENDIX TO THE USA SWIMMING MINOR ATHLETE ABUSE PREVENTION POLICY

ORGANIZATIONAL REQUIREMENTS FOR EDUCATION & TRAINING AND PREVENTION POLICIES
All NGBs, LAOs, and the USOPC (the "Organization") must implement proactive policies designed to prevent abuse. These organizational requirements are described below.

A. Organizational Requirements for Education & Training

1. USA Swimming must track whether Adult Participants under its jurisdiction complete the required training listed in Part I.
2. USA Swimming must, every 12 months, offer and, subject to parental consent, give training to minor athletes on the prevention and reporting of child abuse.
 - a. For training to Minor Athletes, USA Swimming must track a description of the training and how the training was offered and provided to Minor Athletes.
 - b. USA Swimming is not required to track individual course completions of Minor Athletes.
3. USA Swimming must, every 12 months, offer training to parents on the prevention and reporting of child abuse.
 - a. For training to parents, USA Swimming must track a description of the training and how the training was offered and provided to parents.
 - b. USA Swimming is not required to track individual course completions of parents.

B. Required Prevention Policies and Implementation

1. USA Swimming must develop minor athlete abuse prevention policies to limit one-on-one interactions between Minor Athletes and Adult Participants. These policies must contain the mandatory components of the Center's model policies in Part III. These model policies cover:
 - a. Meetings
 - b. Individual Training Sessions
 - c. Manual Therapy, Therapeutic, and Recovery Modalities
 - d. Locker rooms and changing areas
 - e. Electronic communications
 - f. Transportation
 - g. Lodging and Residential Environments
2. The policies must be approved by the Center as described in subsection (C) below. The policies may include the recommended components in Part III and the recommended policies in Part IV. Given the uniqueness of each sport, however, some recommended

components or policies may not be feasible or appropriate. An Organization may choose to implement stricter standards than the model policies.

3. USA Swimming must also require that its LAOs implement these policies within each LAO.
4. USA Swimming, Zones, LSCs and member clubs must implement these policies for all In-Program Contact.
 - a. At sanctioned events and facilities partially or fully under its jurisdiction, the organization must take steps to ensure the policies are implemented and followed.
 - b. For In-Program Contact that occurs outside an Organization's sanctioned event or facilities, implementing these policies means:
 - i. Communicating the policies to individuals under its jurisdiction;
 - ii. Establishing a reporting mechanism for violations of the policies;
 - iii. Investigating and enforcing violations of the policies.

USA Swimming must have a reporting mechanism to accept reports that an Adult Participant is violating the Organization's minor athlete abuse prevention policies. USA Swimming must appropriately investigate and resolve any reports received, unless the violation is reported to the Center and it exercises jurisdiction over the report. This requirement is in addition to requirements to report abuse under the SafeSport Code.

C. Policy Approval and Submission Process

1. USA Swimming may adopt the mandatory minimum requirements of the MAAPP as-is or adapt it to fit their needs. Regardless, each Organization must submit their policies to the Center at compliance@safesport.org for review and approval by April 1, 2024. The Center will approve, approve with modifications, or deny the policies. If the Center denies the proposed policy, the mandatory components of Part III become the default policy until the Center approves the policy.
2. USA Swimming must require their LAOs to incorporate the mandatory components of Part III. USA Swimming may require that their LAOs implement the USA Swimming's policies, which may be more stringent than the policies in Part III.
3. The mandatory components of Part III will serve as the default policy for any organization that fails to develop its own policy as required by this section. Any changes made to USA Swimming's MAAPP after the policy is approved must be submitted to the Center for approval. The previously approved MAAPP will remain in effect until written approval is provided to USA Swimming from the Center.

11. TXLA SOCIAL MEDIA AND COMMUNICATION POLICY

1. This policy outlines the acceptable use of social media and electronic communication by athletes participating in the Longhorn Aquatics program when such use or communication affects or is related to the Longhorns Aquatics program and/or any of its participants (as defined below). This policy is intended to promote a safe and positive environment for athletes, officials, parents, and coaches participating in or affiliated with the Longhorn Aquatics program.
2. **ACCEPTABLE USE POLICY:** Longhorn Aquatics prohibits the harassment or stalking of any Longhorn Aquatics and/or USA Diving, USA Swimming, US Masters, USA Water Polo athlete, coach, official or parent by any means or method, including but not limited to, the use of Facebook, Text Messaging, Instant Messaging, Twitter, E-Mail, and Snapchat. Harassment and stalking are unacceptable and will not be tolerated.
3. **HARASSMENT:** Harassment occurs when someone with the intent to harass, annoy, alarm, abuse, torment, or embarrass another:
 - i. initiates communication and during the communication makes a comment, request, suggestion, or proposal that is obscene;
 - ii. threatens, in a manner likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person's family or household, or the person's property;
 - iii. conveys, in a manner likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury;
 - iv. causes the telephone of another to ring repeatedly or makes repeated telephone communications anonymously or in a manner likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;
 - v. makes a telephone call and intentionally fails to hang up or disengage the connection;
 - vi. knowingly permits a telephone under the person's control to be used by another to commit an offense under this section; or
 - vii. sends repeated electronic communications in a manner likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another.
4. **STALKING:** Stalking is a course of conduct, including the use of electronic technology, directed at a specific person that would cause a reasonable person to fear for his/her own safety or the safety of others or would cause that person to suffer substantial emotional distress. A "course of conduct" means two or more acts in which a person directly, indirectly or through third parties, by any action, method, device or means, follows, monitors, observes, surveys, threatens, or communicates to or about a person or interferes with a person's property.

“Reasonable person” means a reasonable person under similar circumstances and with similar identities to the complainant. “Substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

5. **REPORTING ALLEGED VIOLATIONS OF THIS POLICY:** The University will promptly investigate and resolve alleged violations of this policy.
Any Longhorn Aquatics participant who believes he or she is being cyberbullied or cyberstalked or is aware of any such cyberbullying or cyberstalking occurring, is asked to report such behavior(s) to a Longhorn Aquatics coach. It is important that affected Longhorn Aquatics participants keep copies of the electronic communication to aid the University in its investigation. While there is no time limit for reporting alleged violations of this policy, reporting an alleged event as soon as it occurs helps the University in its investigation and, if applicable, take steps to eliminate inappropriate behavior.
6. **INVESTIGATING ALLEGED VIOLATIONS OF THIS POLICY:** Upon receiving a report of alleged cyberbullying or cyberstalking, the Head Coach, or other appropriate University official, will investigate the allegation. For participants found in violation of this policy, sanctions may include suspension or expulsion from the Longhorn Aquatics program.
7. **ACCEPTABLE COMMUNICATION POLICY:** All communications between a coach or other adult and an athlete must be professional in nature and for the purpose of communicating information about team activities. For example, as with any communication with an athlete, electronic communication should not contain or relate to any of the following:
 - i. Drugs or alcohol use
 - ii. Sexually oriented conversation; sexually explicit language; sexual activity; sexually explicit pictures
 - iii. The adult’s personal life, social activities, relationship or family issues, or personal problems unless relevant to the Longhorn Aquatics program or any of its activities.
8. **FACEBOOK, BLOGS, AND SIMILAR SITES:** While coaches may have personal Facebook (or other social media site) pages or accounts, ***coaches are not permitted to have any athlete member of the team join their personal page as a “friend”*** and coaches are encouraged to mark their pages as “private” to prevent athletes from accessing or viewing the coach’s personal information. ***A coach may not accept any “friend” request from an athlete.*** The Longhorn Aquatics program has an official Facebook page where athletes and their parents can “friend” for information and updates on team-related matters.
9. **TWITTER:** The Longhorn Aquatics program has an official Twitter page that coaches, athletes, and parents can follow for information and updates on team-related matters.

10. **TEXTING AND EMAIL:** *Subject to the general guidelines above, texting and emailing between coaches and athletes must include a legal guardian. Electronic communications must only be sent between the hours of 5:00 a.m. and 9:00 p.m.,* unless emergency circumstances exist, or during competition travel.
11. **REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS:** Parents or guardians of a Longhorn Aquatics participant may request, in writing, that their child not be contacted by coaches through any form of electronic communication.