



BRAVES ROWING, INC
BOONE CREW
HANDBOOK

Table of Contents

TOPIC	PAGE
Introduction	3
Information Resources	4
General Information for Rowers and Parents	5
Financial Commitment	10
Information on Racing and Regattas	11
Guidelines for Rower Members	13
Guidelines for Parent Members	17
Guidelines for Coach Members	19
Acknowledgement & Consent Form	20
Incident Reporting Form	21

Introduction

Welcome to the sport of rowing at Boone High School. This handbook contains essential information, resources, policies, guidelines and rules for every member of the Boone Crew community - including rowers, parents, coaches, and volunteer supporters. Expectations and requirements for participation in Crew, as well as detailed information regarding financial and time commitments are included. Please review the handbook carefully and keep it available for future reference.

Mission Statement

Our mission is to provide a competitive rowing program that builds strength, discipline, accountability, and character, and that promotes a team culture of respect and sportsmanship.

Braves Rowing, Inc

Crew operates as a club sport at the high school level, which means it receives no funding from the state, county or school system. Braves Rowing, Inc., organized as a Florida corporation in 1986, is a 501, (c) (3) charitable, educational, non- profit organization, created to serve as the dedicated governance entity for funding and management of all Boone Crew rowing team activities. BRI membership is comprised of Boone Crew team rowers and their parents as designated in the registered By-laws.

BRI's primary role is to provide administrative, financial, and logistical support to Boone Crew's rowing team. To ensure compliance with school, county, and state regulations involving club sports and student extra- curricular activities, BRI works closely with Boone High School's administration. BRI is responsible for: contracting with the coaching staff and paying their salaries, overseeing and funding boathouse and equipment maintenance, managing transportation costs, paying regatta entry fees, and all other financial and operational aspects of the organization. In order to financially support the essential operating requirements, BRI collects a fall registration fee and monthly membership dues from each team rower. To keep membership dues to the absolute minimum, BRI has established additional fundraising activities that benefit the team, the rowers, and the parents.

BRI is administered by a Board of Directors, elected by members at the corporate Annual Meeting near the conclusion of each high school rowing season. All members (one member per rower) with current accounts (no outstanding balances) are eligible to vote at meetings and to serve on the Board. BRI needs active and involved parents for the organization, and the team, to prosper; and every member is strongly encouraged to volunteer to serve on committees. Contact any member of the Board to find out how you can help.

Boone Crew member meetings, for all parents and rowers, are held on the Boone High School campus soon after the start of the school year, and monthly throughout the year. Attendance by parents is encouraged as it helps to keep the parents informed of all activities in which the rowers are involved.

Board of Directors Objectives

In addition to the day-to-day support and management of Boone Crew, these are the guiding principles by which the Board of Directors will focus their efforts this season:

Crew Team Environment

- Respect – for self and others
- Performance - Character - Teamwork - Leadership
- Technique - Training - Safety
- Academic Success
- A Culture of Traditions - (Rowing, Boone Crew Success and Sportsmanship)
- Recruiting and Retention
- One Team – One Goal – One Purpose

Our Crew Community

- Connected and Involved Parents, Alumni and Coaches
- Engaged Board Leaders
- Boone High School
- Orange County and Orlando City Officials
- Team Sponsors

The Business of Crew

- Coaching Continuity and Stability
- Efficient Operations Framework - Enabling the Lowest Possible Membership Costs
- Parental Commitment to Financial Health of the Program
- Fundraising for Now and Tomorrow
- Recruiting
- Long Term Equipment Investment Plan
- "A Better Boathouse" Program - Existing Maintenance

Boone Crew Committee Structure

The Board of Directors, in accordance with guidelines set forth in organization Bylaws, establishes various standing committees to assist with Boone Crew's operations. Parents and alumni are encouraged to serve on the Board, to volunteer as subcommittee heads or to assist with committee projects. If you are interested, please respond to email requests, or advise a Board member.

In addition to standing committees, BRI has a Nominating Committee. The Nominating Committee is appointed by March 31st, as defined in the Bylaws, and their primary task is to develop a list of members willing to serve on the Board the following year.

Information Resources

Information Sharing and Communication

BRI maintains the following resources for the benefit of Boone Crew members:

- Boone Crew website - <http://www.boonerowing.com>
- Boone Crew on Facebook – Braves Rowing - @boonecrew
- Boone Crew on Instagram- Braves Rowing

- Boathouse Connect for BRI members only
- TeamSnap for BRI members only

Boone Crew Communications

Email is the primary source for official messages regarding current and upcoming events. Team-specific information for each race, Pre-Race Dinner (PRD) locations, travel arrangements, etc., are sent through this distribution channel, and it is critical parents check their email accounts regularly to ensure they receive important information. We will also post all important information on Team Snap. Each parent and athlete will be invited to join after registering.

Boone Crew on Facebook

All rowers and parents are invited to become a 'Friend' of Boone Crew on Facebook. While all team information isn't available through this channel, photos of races and other crew events are posted, oftentimes, as they are happening.

Boone Crew on Instagram

Parents, rowers, and friends can follow Braves Rowing on Instagram. Photos with the hashtag #boonecrew are posted on a regular basis, providing another fun option for viewing photos of rowers and events.

General Information for Rowers & Parents

Crew is a unique sport that requires tremendous teamwork and involves a commitment of time and energy by both rowers and parents. Continuity and consistency are critical to developing successful boats; and it is expected that team members will come to practice fully prepared to participate, wearing appropriate clothing for both water and land training activities.

Eligibility and Conduct

Team members are expected to promote the proud tradition of Boone Crew in their appearance and actions on campus, at practice, on trips, in competitions, and as they represent the team within the community and at various events. Rowers and/or coxswains can be removed from the team at any time, for any reason, at the coaches' discretion. Boone Crew's Scholastic Rowing Program is comprised exclusively of athlete members who meet the following eligibility requirements:

- Be an eligible Boone High School Student through one of the following:
 - Attend Boone High School
 - If homeschooled, residence must lie within the BHS geographic attendance zone
 - If registered in alternate programs (i.e. classes at Valencia or Florida Virtual School), residence must lie within the BHS geographic attendance zone
- Sign (parents and rowers) the Academic Performance Contract
- Maintain a GPA of 2.0 or above. If a 2.0 GPA is not maintained, the rower will be placed on academic probation by the Coach and the BHS Club Sponsor. Probation will include:
 - Notifying parent/guardian of probation status
 - Providing Coach and Club Sponsor with course list and contact information for teachers

- Updating Coach and Club Sponsor weekly with steps being taken to improve academic performance
- Providing proof of academic improvement through formal Progress Reports, Report Cards, or information contained in the current Student Information System (i.e. Canvas)
- Attend all practices (unless otherwise coordinated) and show a commitment to the team
- Students must have a satisfactory medical examination on file
 - The **OCPS Sports Physical Form and ECG Screening** are the only forms that may be used for the student's athletic physical and can be obtained on the website.
- All forms necessary for competition must be completed accurately and in a timely manner. This includes US Rowing Association forms and waivers, Florida Scholastic Rowing Association forms and waivers, and documentation that may be required by individual regattas. Failure to complete these forms as requested and by the required deadline will result in the rower's removal from the competition and a forfeiture of all fees paid on the rower's behalf.
- Complete and submit all required forms including, but not limited to the Registration, Transportation Waiver, Physical/ECG Packet, BRI (US Rowing) Release of Liability Waiver, etc.
- Read and adhere to all rules and guidelines set forth in the Boone Crew Handbook.
- Read and adhere to all OCPS Student Code of Conduct rules, as they also apply to all Boone Crew events, practices, regattas, overnight trips, etc.

Attire

- Rowers' clothing for practices and races must be clean and should not be offensive or revealing
- Athletic attire must be worn for all practices
- Wearing sunscreen and carrying a water bottle is strongly recommended at all times
- Appropriate athletic shoes for running and other land workouts should be worn; no flip-flops
- Uniforms/unisuits shall be worn for all races
- Appropriate attire for weather, including layers of clothing in the winter, should be worn
- No bathing suits at practice or at regattas; all team members should wear shirts while in or around the boathouse; no sports bras, bikini tops, or tube tops are permitted
- At all regattas, uniforms/unisuits must be worn as intended (i.e. over shoulders) for launch, during the launch, racing, and the medal ceremony and pictures
- Coaches will specify clothing to be worn to school one day prior to regatta
- Coaches will specify clothing to be worn for recruiting and school events

Practice Attendance

- The sport of rowing demands a large commitment of time and energy. Rowers need to effectively manage their time to be able to meet their academic goals and the serve as an engaged member of the team.
- Practice schedules and attendance criteria are established by the coaching staff. Any changes to the practice schedule will be announced by the coach. Rowers/coxswains are required to attend all team practices, pre-race dinners (PRD) and regattas. If a practice must be missed or the rower/coxswain will be late or need to leave early, the coach must be notified by phone or email prior to the missed practice. This includes absences that may be due to illness, appointments, or family travel. Coaches may excuse absences in exceptional circumstances but may assign rowers extra workouts for any unexcused absences. Missing practices will affect boat assignments at

regattas. Seats cannot be maintained if practice is missed.

- Practice is typically five days a week, Monday-Friday, for all rowers. Adjustments will be determined and communicated by the Coach and the Program Coordinator.
- Practice is almost never canceled, rain or shine. Lightning or high winds may keep the team off the water, but practice will still be held, and land training will be conducted.
- At the Coach and Program Coordinator's discretion, the team may hold practices during fall, winter and spring breaks.
- Family Commitment
 - Parents, when considering trips and/or whether to keep your son or daughter home for any reason, please be aware of implications for your child and for the entire team. When a student is absent from a boat, there is a domino effect throughout the entire team, as one missing rower causes boat lineups to shift from boat to boat. This information is not to suggest what is right for your family or rower, but rather to make you aware of the incredible teamwork required in this sport. Having one rower suddenly, with or without notice, not be available for practice or a race can disrupt up to eight other rowers and their coaches, possibly leaving teammates stranded on land, unable to practice or compete at a regatta. This hurts everyone's chances of having the most positive rowing experience possible.

Hydration - Hot Weather Guidelines:

- Hydration is extremely important. Water is always available and water breaks at practice are provided roughly every 30 minutes.
- During school, a rower should drink at least a 20-ounce bottle of water every two-class periods and eat a full and balanced lunch.
- 15 minutes before practice, a rower should drink at least 8-16 ounces of water.
- Practices in hot temperatures will be no more than three hours in length and consist of no more than 90 minutes of intense exercise. Warm up, conditioning, weight room activities, rowing, stretching, and cool-down activities are all included as part of practice time.
- A darker urine color is a quick indicator of dehydration. Parents and rowers both need to be focused on ensuring rowers are maintaining proper nutritional health.

For peak performance:

- Rest!
- Nutrition - Adequate protein!
- Supplementation - essential for muscle recovery

Cell Phone Policy

Rower cell phone use is not permitted during practices, unless given permission by the coach. Rowers' cell phones brought to practice/regattas shall be the responsibility of the rower. If there is an emergency and a parent needs to contact a rower, the coaches are accessible via cell phone.

Varsity Letters & Team Jackets

Varsity letters are not guaranteed for all participants. Receiving a varsity letter is at the coach's discretion based on the following eligibility criteria:

- Excellent attitude and attendance at practices and regattas (bearing any unforeseen circumstances, illness/injury/emergency)
- Athletes who compete at the varsity level at state races (both open and lightweight)
- Athletes who meet the standards for varsity boats and have raced at least 50% of the season in a varsity boat, but may not be selected for the state race.
 - Standard for Girls: 2K watts/weight ratio of at least 60
 - Standard for Boys: Maintain a 1:48 split (weight-adjusted) on the erg for at least 20 minutes
- Athletes who participate in any boat classification (including freshman, junior, U-15, U-17) that qualifies for SRAA or Youth Nationals
- 4-year seniors who demonstrate commitment to the team, great attitude, recruiting/team building, and leadership skills
- For each subsequent year on varsity, an athlete receives a bar to attach to the letter.

Team Jackets: All new rowers must participate in 2 races and one full season (fall or spring) to be eligible for a team jacket. Returning rowers automatically qualify. Parents must pay for optional team jackets separately (estimated cost \$150-\$175).

Questions and Conflict Resolution

Rowers' questions or concerns should be addressed in the following order:

1. Team Captain/Co-Captain
2. Head Coach
3. Board Officer
4. If the rower does not feel the situation has been rectified, or if the concern involves a member of the coaching staff, the rower, along with the parent/guardian, should contact the Board President.

Parents' questions or concerns regarding the administrative aspects of the Club should be addressed to a Board Officer. Parents' questions or concerns related to their rower's status as an athlete member of the team should be addressed in the following order:

1. Head Coach
2. Program Coordinator
3. Board Officer

Insurance

While BRI maintains excess accidental and liability coverage, parents/guardians are responsible for primary medical insurance for their rowers/coxswains.

Medications

Coaches must be notified of all medical conditions and any required medications rowers are using at all times. This notification includes information related to asthma inhalers and Epi-pens or other allergy medications. All medical conditions shall be reported on the applicable registration forms.

Transportation

As part of the monthly dues, the team provides transportation to and from mandatory practice sessions. All rowers are encouraged to use this provided transportation since it helps ensure that all athletes

arrive to practice at the same time. The dues paid by each rower help pay for transportation costs, including the driver's salary, vehicle maintenance, gas, and toll expenses.

Transportation to/from all regattas is the responsibility of the rower. Carpool arrangements should be made prior to race day with other rowers/parents. Rowers arrive and leave as a team at all regattas. If a rower needs to leave a regatta early, approval from the Head Coach must be granted prior to race day.

Parents/guardians must consent to any rower being transported by another rower or another rower's parent/guardian for any BRI related events via the Acknowledgement and Consent Form included in this handbook. BRI staff members, coaches and/or volunteers, who are not also acting as a parent, should not drive alone with an unrelated athlete and should only drive with at least two other athletes or another adult at all times, unless otherwise agreed to in writing by the athlete's parent or guardian in advance of travel.

Team travel is overnight travel that occurs when BRI sponsors, coordinates, or arranges for travel so that our teams can compete locally, regionally, nationally, or internationally. Because of the greater distances, coaches, staff, volunteers, and chaperones will often travel with the athletes. However, no coach, staff member, or volunteer will engage in team travel without the proper safety requirements in place, including valid drivers' licenses, proper insurance, well-maintained vehicles, compliance with all state laws, ADDitions clearance and Safe Sport training.

Volunteer Commitment and Support

In an effort to keep membership costs as low as possible, BRI/ Boone Crew operates primarily on a volunteer support basis. Only the coaches and bus driver receive compensation for their direct work efforts. All other BRI/Boone Crew support activity is accomplished by an organized team of volunteers.

Since volunteer efforts are used to off-set general expenses, rowers and parents are expected to volunteer as much time as possible. One member-parent per each member-rower is expected to sign up and actively participate in at least one of the following committees:

Hospitality, Publicity, Registration, Fundraising, Merchandise, Boathouse/Equipment

Parent-volunteers are also required to participate as needed at regattas and to help the team fulfill the annual City of Orlando/Turkey Lake volunteer requirements.

All parent volunteers and chaperones are required to complete both an OCPS ADDitions volunteer application and SAFE SPORT training and submit proof of clearance/training certificate to Registrar@boonerowing.com. Applications and training must be renewed each academic year prior to engaging in BRI events and activities.

ADDitions Volunteer Applications:

1. The ADDitions application may be completed on the OCPS website:
https://www.ocps.net/departments/community_resources/_a_d_ditions_school_volunteers
2. Be sure to check OVERNIGHT CHAPERONE if applicable
3. Once your ADDitions application has been approved (this can take a few days to a few weeks, depending on the time of year), please login to your account and take a SCREEN SHOT OR PHOTO of your approval status (listed below your profile picture).
4. Send a copy of your approval status to Registrar@boonerowing.com

Safe Sport

The U.S. Center for Safe Sport administers professional trainings to ensure all athletes are protected from emotional, physical, and sexual abuse. All Boone Crew coaches, board members, staff, chaperones, volunteers, and athletes 18 years or older receive certification in Safe Sport training.

Rowers

In addition to ongoing operational costs, it is necessary (to remain competitive) for BRI/Boone Crew to make sustained, regular, periodic capital investments into new boats and equipment. The costs to purchase new boats and new equipment are not factored into membership dues. Fundraising activities must be conducted to cover such costs. Each BRI Rower and Parent Member is called upon to actively participate in helping to raise money for the Boat and Equipment Funds.

All rowers are required to support volunteer/fundraising events and are responsible for signing up to volunteer. If unable to attend, they are to contact their team captain/co- captain or the coordinator prior to the event. Rowers are required to attend the following events:

- Braves Are Back and/or Rush Week
- Breakfast at the Boathouse
- Volunteer events required as a part of the boathouse lease agreement with the City of Orlando
- Homecoming parade/float
- All team fundraising events

Parents

- Participation on a committee (i.e., Registration, Hospitality, Publicity, Merchandise, Fundraising, Boathouse/Equipment, etc.)
- Host a Pre-Race Dinner (PRD)
- Supervise/Chaperone fundraising events
- Food Tent (Hospitality Committee)
- Assist with setup and tear down of regatta venues for team
- Boat trailer/hospitality trailer towing
- Projects benefiting the crew team (i.e., boathouse repairs, painting, etc.)
- Volunteering at FSRA regattas (i.e., stake boats, launch driver, finish line, etc.)
- Transportation
- Travel and overnight chaperones
- Supervision of team members and their possessions when under the tent at regatta venues
- Organizing and staffing fundraisers (carwashes, ergathon, spirit nights, etc.)

Financial Commitment

The fiscal year for BRI/Boone Crew begins on June 1 and ends on May 31 the following year. The financial commitment is kept to the lowest level possible by using a combination of dues, fundraising activities, donations, and sponsorships.

The financial commitment of each rower is necessary to allow for the purchase and maintenance of equipment, compensation for coaches, insurance coverage, payment of regatta fees, hospitality food expenses, boathouse utilities, transportation, and a host of other expenses necessary to conduct BRI business.

The financial commitment per rower is as follows:

Registration Fee and Dues

- Registration Fee – Subject to change each season, and due upon initial registration. This fee includes uniforms, US Rowing membership, a Bill Frederick Park membership pass, and administrative costs.
- Monthly Dues/Tuition (August through May) - Subject to change each season, and due the first of each month. Includes membership, transportation to/from practice, coaches' salaries, insurance, and minor equipment maintenance.
- If a rower joins the club after the beginning of the season, tuition will be prorated based on the start date.
- Each rower's membership account must be kept current.
- A past due account may result in late fees and/or restrictions to, or suspension of, participation.
- There are no refunds if a rower/coxswain voluntarily leaves the team.
- Rowers who leave and owe money are responsible for paying all owed fees even after leaving. If monies owed are not paid, the financial obligation will be reported to Boone High School and will be handled as an obligation following OCPS policy.
- There are no refunds from accounts with a surplus balance for non-returning rowers.

Travel Expenses

When the team participates in regattas requiring overnight stays, additional out-of-pocket expenses will occur for hotel accommodations, food, and associated travel expenses (gas/tolls if driving to regattas, etc.). All overnight travel expenses are estimated before the event and may be billed in advance and **due prior to departure**. If unplanned travel costs need to be covered following an event, parents will be notified and given adequate time to pay. A separate financial commitment acknowledgement form is a required part of the registration process.

Information on Racing and Regattas

The Pre-Race Dinner (PRD)

Regattas begin the night before the race with a traditional 'carb-loading' social called a PRD. Parents volunteer to host the dinner at their home, and hosting is then rotated to different homes for each race. The host family is responsible for the dinner site (backyards are fine) and paper products/supplies. Crew families are assigned pasta, salad, bread, and dessert (suggested serving size 12) the week of the event. Please contact the Hospitality Committee for more information. These events are only held on evenings before regattas that are held in Central Florida. When the team travels out of town, team dinners are coordinated by the Hospitality Committee.

Regatta Arrival

Regattas are all-day events that start very early. Rowers will often be asked to report to the race site as early as 6:30 am and racing often will not finish until 4:00 or 5:00 pm. The Coach will establish the arrival time for rowers and these times may be staggered to allow for maximum rower preparation. The rowers must report to the boat trailer immediately upon arrival at the race site. Parents find the hospitality trailer, set up their spot to view the races, help raise the BHS tent and prepare breakfast for the team. The large white BHS tent is the rowers' place to rest between races.

Race Time

Rowers gather for one last coaching session and then hoist their shell overhead and carry it to the launch area. The team has only a short time to get the boat in the water, oars mounted and themselves seated, so it is important for parents not to distract or interrupt them at this time. The coxswain directs the shell to the starting area for warm-ups until it is time to take starting positions. When the official shouts, "Go!" the boat makes a strong and synchronous start before settling into a rhythmic pace. At various points throughout the race, the coxswain will call for sprints or power strokes to get the maximum speed from the rowers while having enough energy to finish the race. As in any type of race that involves distance, there is plenty of strategy, technique, and gamesmanship involved in trying to finish ahead of the competition.

When the rowers come in view of the spectators, teammates emerge from the tent to cheer them on, as do parents who have set up lawn chairs to view the action and to socialize between races. Regardless of the final outcome, Boone boats receive a rousing applause from supporters on their way back to the dock after their race. Demonstrating the traditional sportsmanship of rowing, the winning boat is congratulated by competitors as they pass by.

Rowers again have limited time to get their shell off the dock and back to the trailer site. It is important for parents to let them complete the task and to wait until after their post-race debriefing session with the coach to approach them. Parents will often wait for the rowers to come back to the tent area.

Between Races

Rowers hang out under the tent, sleeping, catching up on homework, reading, playing cards, and using electronic devices. Parents congregate in the spectator area, socializing with other parents & assisting hospitality coordinators. Our photographers are everywhere, taking photos of the day's activities, which are then uploaded to Boone Crew's Facebook page for all to see/download.

Wrapping Up

After the last race, boats are de-rigged and loaded back on the trailer. Tents and food tables are taken down and placed in the hospitality trailer. Everyone then meets at the boat trailer for award ceremonies and dismissal. At large regattas, medals are awarded to boats that finish 1st, 2nd, or 3rd in their race.

What to Bring to Regattas

Rowers/Coxswains may bring a sleeping bag, blanket, pillow, etc. for resting between races. Homework, books, electronic devices, playing cards and games are also common items to bring. Portable device charges prove to be critical for long race days. Rowers may also want to bring cash to purchase regatta t-shirts (usually sold for \$25-\$40). Rowers MUST protect themselves from the sun. Rowers need to have sunscreen and they need to use it. Rowers should also bring a hat and other protective clothing.

- Parents, family, and other fans: Bring comfort items (sunscreen, hat, lawn chairs, towels, binoculars, camera, and coolers for drinks if desired). Most race sites have concession stands for food and beverages. Once rowers are fed, our hospitality crew may have extra food on hand; but please plan accordingly in case this isn't the case. Dogs (on a leash) are usually allowed at

most venues, but bring a container they can drink from, and be mindful of the weather as some venues do not have ample shade available. Please bring the water and drinks you need for the day. The team provides water and Gatorade for the rowers, and their needs are our top priority.

- **Please monitor the weather conditions for race day and prepare/pack accordingly.** Regattas can be some of the hottest, wettest, or coldest places you will spend the day. We are all completely outside all day with pop up tents as the only protection from the elements.

Regatta Schedule

A race schedule will be communicated to all members as soon as we have access to the schedule. Arrival and dismissal times will also be posted when determined by the Coach, usually by Wednesday of the week prior to the regatta.

Team Travel

If overnight travel is required for a regatta, BRI will block hotel rooms for our team and families. If a rower is traveling without family in attendance, he/she will be assigned a team room supervised by a BRI chaperone. The cost of the team room will be split evenly between rowers assigned to the team room. Team members and chaperones will be required to follow travel guidelines set in place for the safety of all. If your family is staying at the team hotel, the team member has the option of staying with his/her family, which needs to be confirmed at regatta registration.

Procedure for Team Rooms: Teammates will be assigned a chaperone for supervision during travel. In room curfew of 10:00pm followed by lights out at 11:00pm nightly will be enforced.

Procedure for Family Rooms: Families are responsible for their team member except during designated team activities.

Chaperone Responsibilities: Chaperones will supervise their assigned team rooms, enforce curfew nightly, and monitor behavior and attendance at team activities.

Guidelines and Responsibilities for Rower Members

In order for the organization's mission to be fulfilled, each rower/coxswain, as part of membership registration, must review and agree to the following:

Practice

To maximize productivity and efficiency at team practices within the equipment, time, facility, and coaching constraints that exist, the following guidelines and procedures will be enforced:

- Excellent attendance at practices is required to be eligible to earn a varsity letter.
- Rowers must be dressed appropriately and ready to participate at the start of practice.
- Rowers must tell their captain and coach ahead of time if they plan to miss a practice. Last minute situations should be communicated to coach as soon as possible so that boats may be adjusted and productive practices can be held.
- Rowers may not leave practice until the coach dismisses them.

Rower's Responsibilities

- Recognize that membership in this association is a privilege, not a right.
- Attend and participate in all practices and commit fully to the training and racing plan as designed by the coaching staff.
- Show respect, in both actions and words, for fellow rowers, coaches, race officials, chaperones, parent volunteers, and all others who volunteer their time.
- Recognize that in determining practice plans and boat line-ups, the coaching staff acts in the best interest of the entire team, and these decisions are made solely by the coaching staff.
- Discuss questions/concerns related to the rowing program directly with your coach.
- Properly handle and maintain all equipment as instructed by the coaching staff, and immediately report damage to a coach or team captain.
- As representatives of Boone Crew, dress in a modest and appropriate manner.
- Behave in a respectable manner that is a credit to Boone Crew.
- Address coaches and parents with appropriate titles (Coach, Mr., Ms., etc.)
- Avoid putting yourself and others in an unhealthy or unsafe situation.

Rower Behavior

A rower is expected to demonstrate behavior that is humble, respectful, honorable, and considerate. This behavior is the expected standard that has defined the centuries-old heritage of the sport of rowing, and the proud tradition of Boone Crew.

Unacceptable Athlete Behavior

- Any behavior that is physically or emotionally damaging, intimidating, hostile, or offensive in anyway, including, but not limited to: bullying/hazing, foul, abusive, or hurtful verbal, written or electronic language, whether through social media or any other medium.
- Reckless behavior that could put the athlete, teammates, or others at risk for injury.
- Theft of and/or damage to other's property (rowers & parents will be held fully liable).
- Using, possessing, or distributing drugs of any kind, including, but not limited to: alcohol, marijuana, vaping, steroids, tobacco, or any controlled substances.
- Romantic contact between rowers is not allowed at any team event and will not be tolerated. Exhibiting any of these behaviors will result in disciplinary action. The severity and/or frequency of the behavior will affect whether a minor or major disciplinary action is taken.

BHS Department of Athletics Code of Conduct and Eligibility for Interscholastic Athletics:

1. Students are prohibited from the use, possession, or sale of drugs or alcohol either in or out of school.

Alcohol and/or Drugs Policy (possession, use, buying and/or selling):

1st violation: Dismissal from the team.

Further violations: Removal of all athletic privileges for the academic year. In addition, the student must complete a counseling program for substance abuse and provide documentation in order to continue in athletics the following year.

Tobacco Products: (Possession or use, regardless of age)

1st violation: Suspension from team for seven calendar days and/or two contests. During football season, the suspension is one game.

Further violations: Dismissal from the team.

2. Students who have been assigned out-of-school suspension are prohibited from participating in games or practices during their suspension. Students who are serving in-school suspension are allowed to practice but are unable to compete in athletic contests during that time.
3. Students who are failing and/or not putting forth appropriate academic effort may be prohibited from participating in interscholastic athletics.
4. A student may be suspended from team participation for improper or unsportsmanlike conduct or disrespectful behavior including but not limited to obscene language and/or gestures and insubordination. Hazing, intimidation, and harassment of fellow athletes can also result in suspension.
5. Student-athletes who act in an improper or inappropriate manner may be subject to game suspension, disciplinary action, or dismissal from team. Subsequent discipline will be decided by a committee that may include the head coach of the sport, athletic director, assistant principal, and principal of school.
6. Any equipment or materials issued to a student and not returned, or returned in a damaged condition, must be paid for before the student will be permitted to participate in any other interscholastic athletic activity.
7. Athletes quitting a team must clear all responsibilities and obligations with the coach of that sport. Participation in the next sport cannot start until the previous sport season is completed.

Student-Athlete Social Media Agreement

Rowers are expected to follow the Positive Coaching Alliance's guidelines regarding the use of social media. Social media can be a useful tool to communicate with teammates, fans, friends, coaches and more. Social media can also be dangerous if you are not careful. Every picture, link, quote, tweet, status, or post that you or your friends put online is forever part of your digital footprint. You never know when that will come back to hurt or help your reputation during the recruiting process, a new job, or other important areas of your life.

Recognizing the above, student-athletes agree to:

- take responsibility for their online profile, including posts and any photos, videos or other recordings posted by others in which they appear.
- not degrade opponents before, during, or after races.
- post only positive things about teammates, coaches, opponents, and officials.
- use social media to purposefully promote abilities, team, community, and social values.
- consider "Is this the me I want you to see?" before posting anything online.
- ignore any negative comments about yourself and do not retaliate.
- If you see a teammate post something potentially negative online, have a conversation with that teammate. If you do not feel comfortable doing so, talk to the team captain or coach.
- be aware that you represent your sport(s), school, team, family, and community at all times and

do so in a positive, respectful manner.

Trip Guidelines for Rowers

- If travel to a regatta involves missing a day of school, the school sponsor will fill out the paperwork for the absence, but it is the rower's responsibility to follow-up with the attendance office to make sure the absence is excused and all missed work is completed.
- Team members are expected to exhibit exemplary behavior on trips and should immediately report rowers who are not complying. Infractions may result in removal from a boat or dismissal from the team.
- Team members must respect one another and must respect and obey chaperones.
- Unless a chaperone is present, boys are not allowed in girls' rooms and girls are not allowed in boys' rooms.
- Board members, coaches and chaperones have the authority to take any action necessary to provide a safe trip.
- Misbehavior that results in embarrassment of another person or reflects poorly on Braves Rowing, Inc/Boone Crew will result in the rower's dismissal from the trip.
- Parents should check the bags of their rower before departure. The final responsibility for appropriate contents rests with the rower and parents.
- Electronic devices are allowed on the trip if headphones are used. However, rowers are responsible for securing their own belongings; and BRI, nor chaperones, will not be responsible for any loss or theft.
- Student medical information will be maintained by a chaperone and/or coaches on each trip. Rowers and parents are expected to advise the chaperone of any medical issues or special needs.

Disciplinary Action

The coaching staff is primarily responsible for administering disciplinary action which will always be based on the severity of the action and the potential impact on others. Disciplinary action may include, but is not limited to the following:

- Verbal warning
- Extra workout/alternative workout
- Make-up practice
- Written/verbal apology
- Loss of race privileges
- Suspension from the team
- Expulsion from the team

Athlete Release from BRI

The FSRA bylaws regarding an athlete release are included below and serve to preserve and protect the integrity of smaller teams. Should an athlete request a release without extenuating circumstances, the board will review on a case-by-case basis and may elect a one-year hiatus from FSRA sanctioned races.

Article II, Section 1.d of the FSRA Bylaws:

d. A non-Scholastic Association Member Student Athlete team member shall not be in attendance at a secondary school represented by a Scholastic Association Member without prior written consent of the scholastic team's coach, or adult leader in the absence of a coach, and approval of the Executive

Committee. Notwithstanding the foregoing, if a Student Athlete's participation with a non-Scholastic Association Member began prior to the formation of the Scholastic Association Member at the Student Athlete's school, the Student Athlete shall be allowed to continue his or her participation with the non-Scholastic Association Member without any limitation and without first obtaining consent from the Scholastic Association Member's coach or adult leader. This statute does not apply to Subordinate Association Members, and athletes participating at a Subordinate Association Member shall follow the same guidelines as Youth Association Members regarding participation.

Guidelines and Responsibilities for Parent Members

In order for BRI's missions to be fulfilled, it's imperative that each parent/guardian, as part of membership registration, review and agree to the following:

- Membership in this association is a privilege, not a right.
- By paying a rower's fees and dues, a parent is supporting the club, its coaches, and its athletes. Paying a rower's fees and dues does not entitle a parent to be involved in decisions about competition schedules, training methodology, or placement in boats. These decisions are the sole province of the coaches.
- It is the rower's responsibility to discuss any team questions or concerns in a respectful manner directly with his/her coach.
- Failure to abide by guidelines and responsibilities detailed not only in Boone Crew's Handbook, but also by rules of OCPS, event sponsors, US Rowing & Florida Scholastic Rowing Association, may result in verbal and/or written warnings, expulsion from race sites, and temporary or permanent suspension from team activities. Such rules involve restrictions relating, but not limited to: tent sizes, grill usage, private drones, alcohol, vaping, steroids, controlled substances etc. Parents, family members, and guests are subject to the same rules and potential disciplinary actions as team members.
- Parents, guardians & family members, past or present, who commit acts inconsistent with Braves Rowing Inc. objectives or who exhibit behavior deemed, by the Board or coaches, to be potentially damaging to the rowers/coxswains or the program, cannot participate in organization/team activities going forward, without express consent by BRI's Board of Directors.
- Parents shall respect the coach's time and contact the coach to set up meetings outside of normal practice time to discuss issues or concerns.

General Matters

- Remember that rowers participate to enjoy the sport, and the experiences are for the fulfillment of the student athletes, not the adults.
- Emphasize dedication, skill development, healthy competition, and doing one's best overwinning.
- Demand your rower treat other athletes, coaches, officials, parents, chaperones, volunteers, and spectators with respect.
- Member parents are expected to keep themselves informed of team activities through team emails, active participation in parent meetings, referencing the Boone Crew website and other communication platforms used by the team.
- Acknowledge that volunteering is vital to the team and assist as much as possible.
- Demand an environment free from drugs, tobacco, and alcohol, and refrain from use at all regattas and practice sites.
- Rower contact information is to be utilized only for disseminating necessary team information.

Use of addresses, phone numbers and email addresses for any personal or promotional matters is strictly prohibited.

Practices and Competitions

- The boathouse is off limits to spectators, parents, siblings, and any non-rowers while practice or team meetings are being conducted.
- Ask coaches, in advance of practice, if you'd like to ride along in a launch boat.
- Act as positive role models for rowers and encourage good sportsmanship by displaying respect, courtesy, and positive support for all team rowers, competitors, coaches, chaperones, volunteers, officials and spectators at every practice, regatta, or other event.
- Do not engage in any kind of unsportsmanlike conduct such as booing and taunting, refusing to shake hands, or using profane language or gestures.
- Promote the emotional and physical well-being of athletes ahead of any personal desires for your rower to win.
- Refrain from coaching your rower or other rowers during practices and competitions unless specifically requested to do so by a coach.
- Respect the property and equipment used at all sports facilities, home or away.
- Refrain from criticizing coaches or other Boone Crew leaders, as this reflects disrespect and encourages disrespectful behavior by your rower.

Interaction with the Coaching Staff

- Immediately inform the coach of any physical disability or ailment that may affect the safety of your rower or the safety of others.
- Encourage your rower to speak directly and courteously with the coach if he/she is having difficulties in training or competition or cannot attend training or a competition.
- Help your rower accept responsibility for his/her actions. For better or worse, it's an important element of maturity the rower will ultimately benefit from.
- Never question or confront coaches at practices, competitions, or other team events. Arrange to speak with coaches at an agreed upon time and place.
- Contact the coach regarding clarification of matters such as training schedules, nutrition, and college recruiting, via the contact method(s) designated by the coach, at a time mutually convenient to both parties.
- Contact the coach regarding clarification of matters such as disciplinary actions.

Conduct and Conflict Resolution

Require your rower to fully abide by the Guidelines and Responsibilities for Rowers section of this Handbook and to resolve conflicts without resorting to hostility, violence, or acts of disrespect.

Summer Rowing

BRI's Summer Rowing program is open to middle and high school beginning and experienced rowers. A series of one-week sessions focus on technique, erg training, rowing singles, rowing doubles, rowing 4 & 8 person boats. Athletes complete workouts and calisthenics as coaches help them set and reach personal fitness and rowing goals. Cost per week is subject to change each year. Rowers must either pay a daily park entrance fee per or purchase a Turkey Lake Park Pass. Registration forms, waivers and payments are due prior to enrollment.

Guidelines and Responsibilities for Coach Members

- Work as part of a cohesive coaching team, fostering an environment of cooperation and partnership with other coaches on the team
- Enter an appropriate number and caliber of regattas to ensure a competitive team
- Assemble boat combinations with athletes to give the team the best results
- Establish a practice schedule that accommodates the academic requirements of the student athletes
- Openly communicate with rowers and parents regarding performance, placement, and goals for student athletes
- In conjunction with the Board, maintain a positive relationship with Boone High School and the surrounding community
- Establish goals at the beginning of each season and periodically review the progress of those goals at a designated Board meeting
- Create an environment in which student athletes understand not only rowing technique and fundamentals, but also team dynamics and the importance of “One Team”
- Ensure the BRI Code of Conduct is followed unconditionally
- As a coach and role model, set the standard of behavior for the entire team
- Attend and participate in monthly Board meetings
- Be present for all practice sessions and regattas; make appropriate accommodations if unforeseen circumstances prevent you from attending a practice or regatta (i.e. notify the President in advance if possible)
- Foster a positive relationship with other coaches in the area
- Participate in recruiting and fundraising efforts, as applicable
- Keep the Board apprised of equipment and building needs
- Set the example of creating a respectful environment with student athletes, parents, the Board, and the community
- Raise any significant issues to the Board that might jeopardize student athlete safety, the BRI reputation, non-profit status, or relationships with partner organizations
- Keep the Board President (or designee) aware of any issues the coach may be handling that could result in a referral to the Board
- Recognize and avoid putting any member of the organization in an unhealthy or unsafe situation
- Report any accidents or incidents to the proper authorities and to the BRI Board using the appropriate forms and/or Safe Sport protocols
- Other assigned duties that are reasonable and necessary as determined by the Board (the establishment of responsibilities such as equipment, administrative, etc.)

BRI, Boone Crew Handbook Acknowledgement and Consent Form

By initialing, signing, and submitting this form, both Athlete and Parent/Guardian acknowledge and certify that they:

_____ (rower's initials) _____ (parent/guardian initials) read and understand the Boone Crew Handbook, the Boone Athletic Code of Conduct, and the BHSAA Alcohol/Drug Use Policy.

_____ (rower's initials) _____ (parent/guardian initials) read and understand the academic performance policy as well as the consequences for not maintaining at least a 2.0 GPA.

_____ (rower's initials) read, understand, and agree to the Positive Coaching Alliance's Student-Athlete Social Media Agreement to use social media responsibly and respectfully.

_____ (rower's initial if a driver) _____ (parent/guardian initials) read, understand, and agree to the transportation and travel guidelines and agree to engage in team travel WITH the proper safety requirements in place, including valid drivers' licenses, proper insurance, well-maintained vehicles, and compliance with all state laws.

_____ (parent/guardian initials) consent to have my rower transported by another rower and/or another rower's parent/guardian to and from any BRI event as needed.

_____ (parent/guardian initials) agree to complete an ADDitions volunteer application (available on the OCPS website) and Safe Sport training and submit proof of volunteer clearance, overnight chaperone clearance, and Safe Sport training certification to Registrar@boonerowing.com PRIOR to chaperoning, driving, or volunteering for any BRI events. *Only those who receive clearance via ADDitions and Safe Sport are permitted to transport and chaperone athletes.*

Athlete Signature: _____

Printed Name: _____ Date: _____

Parent/Guardian Signature: _____

Printed Name: _____ Date: _____

Braves Rowing, Inc. strongly encourages the reporting of misconduct. BRI appreciates your willingness to report inappropriate behavior.

This section is about the individual you are reporting. Please provide as much information as possible.

1. Name of individual you are reporting (first and last):

2. Age (or approximate)

3. Gender:

Male

Female

4. Address if known (city and state required):

5. Position(s) this individual holds or held:

Head Coach

Assistant Coach

Club Employee

Athlete

Volunteer

Parent

Official

Other

Not sure

6. Club where individual works, volunteers, or maintains membership (or did previously):

7. Describe the offense or misconduct (i.e., what happened, including who, what, when, where, how)

Your Signature: _____

Date: _____

8. Where did the incident(s) take place? (City, state, and any other available location information)

This section is for information about the victim or victims. If you are the victim and wish to remain anonymous, you may do so. In that case, please enter only your age, city, state, and team/club affiliation.

9. Name: _____

10. Age (or approximate age): _____

11. Team or Club affiliation (if any): _____

12. Contact phone number (Note, if this person is under 18, please provide contact information for his/her parent or guardian): _____

13. Contact Email address (if this individual is under 18, please provide contact information for parent or guardian): _____

14. Gender

- Male
 Female

Your Information: You may remain anonymous if you wish. However, providing your information is vastly helpful to a swift and effective investigation. A person reporting alleged misconduct should not fear any retribution and/or consequence when filing a report, he or she believes to be true.

15. Your Name: _____

16. Phone Number: _____

17. Email Address: _____

18. Team or Club Affiliation (if any): _____

19. Relationship to victim (if any):

- | | |
|---|--|
| <input type="checkbox"/> Self | <input type="checkbox"/> Club member, coach or volunteer |
| <input type="checkbox"/> Parent/Guardian | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Other family member | <input type="checkbox"/> Prefer not to say |
| <input type="checkbox"/> Friend or acquaintance | |

20. If you have any other information you feel would be helpful to an investigation of the alleged offense you have reported, please include it here (attach additional pages if needed):
