



# Ridgewood Crew Expectations, Rules, and Codes of Conduct For Rower and Parents

## **1. Introduction:**

This Ridgewood Crew (RC) 2020 Rower Expectations, Rules, and Codes of Conduct contains important information. It should be thoroughly read and understood by all RC rowers and at least one parent or guardian.

RC rowers are expected to demonstrate the highest level of personal and team conduct, sportsmanship, and behavior at all team practices (land and on-the-water), when traveling to, from, and at all times during regattas, and at any other time when they are representing the RC community.

Among other things, RC adheres to a very strict attendance policy and zero tolerance drug and alcohol policy. Rowing fees, paid or due to be paid, will not be waived or refunded if a RC athlete is dismissed from the team.

All rowers and at least one parent/guardian must carefully read this document. The last page of this document is a signature page that **MUST** be returned to the VP Administration of RC at/before try-outs.

## **2. Rowing Fees and Required forms**

- The first fee payment and required forms must be submitted and received by a RC Board Member either on or before the January 2020 tryout. **No prospective rower will be permitted to tryout without paying the first fee installment and the required forms.** Fees will be refunded to those who do not make the team
- **Rowing Fees**
  - The fees for the 2020 spring season are: \$2,700 payable as follows:
    - \$900 at January tryout
    - \$900 on or before February 15
    - \$900 on or before March 15
  - All payments are due when scheduled. Late payments may result in a rower being suspended from practices and/or regattas until such payment is made. Such suspension will count as an Unexcused Absence. Please note that all fees must be paid in full prior to the first regatta on Sunday, March 29.
  - The spring fees include all coaching instructions, US Rowing Basic membership, Regatta Registrations (except US Youth Nationals), bus transportation to/from practice (except weekends; until Stotesbury) and regattas (except SRAA & US Rowing Nationals), novice/freshman unisuits, rower overnight accommodations for Stotesbury, boat transport to/from regattas (except SRAA & US Youth Nationals), all food at the rower tent, and most items at the parent tent.
  - Once the team is selected in January, you are bound to pay all rowing fees when due. If you are dismissed from the team or voluntarily leave the team, at any time after the team is selected, you explicitly agree to pay all fees when due.
  - Row-a-Thon: Each rower is required to raise \$300.
  - If you have any questions or concerns, please contact the RC Treasurer.
- **Defraying Fees**
  - **Multiple Rower Discount:** Families with more than one rower will receive a 20% reduction on the fees for the second and any successive child in the program by way of a reduction in the March payment. For example, a family with more than one rower would make a payment of \$360 per second or successive rower on March 15.



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- **Fundraising/Rowing Fee Discount:** Spring Program Fee Discount for donations >\$2500
  - This program is optional for those rowers who would like to participate.
  - The program discount begins once a rower has raised \$2500 in corporate or personal donations to RC.
  - After the minimum \$2500 donation is met, all dollars are counted towards the discount rate for the spring season fee.
  - The discount is 20% of the total amount raised, for example:
    - If \$3000 raised then \$600 discount = \$2100 spring season fee
    - If \$5000 raised then \$1000 discount = \$1700 spring season fee
  - All donations accrued between January 1 and the end of the spring rowing season (last day of Stotesbury Regatta) will count in this discount program.
  - If a rower raises \$5000, they may elect to receive the fee discount or name a boat (if available). If the rower raises an additional \$5000 is raised via donations they may elect to name an additional boat. Final announcement of rowers that may elect to name a boat will be made at the end of the year banquet. There will be a max of two boats named per year for every \$5000 raised.
- **Required Forms:** To be handed in before or at tryouts
  - Ridgewood Crew Liability Waiver (online with registration)
  - Physician Clearance Form
  - Rower-Parent Contract signature page (this document)

### 3. **Illegal Drugs and Alcohol**

Use or possession of illegal drugs or alcohol is strictly prohibited. Any rower under the influence of or in possession of illegal drugs or alcohol during, while traveling to/from, or while participating in any practices, regattas, or other team activities will be subject to immediate dismissal from the team or otherwise disciplined.

### 4. **Social Media Policy**

Use of any Social Media (i.e., Facebook, Instagram, Snapchat, etc) by a parent or rower that portrays another rower, group of rowers, coach, or RC team as a whole in a negative light is subject to disciplinary actions determined by the RC Board which may include, but is not limited to, immediate dismissal.

### 5. **General Conduct/Other Policies**

- **Balancing Rowing with Other Responsibilities:** Rowing is not only a physically and mentally demanding sport; it also demands a significant allocation of time by the rower. Please consider this when considering your time allocation and schedule with respect to academics, other extra-curricular activities, family obligations, college test prep, college entrance exams, and college visits.
- **Rower Behavior – General**
  - All RC athletes and their parents/guardians are expected to demonstrate the highest level of conduct, sportsmanship, and behavior whenever they represent the team, the school, and the community. We expect all athletes and their parents/guardians to be considerate of their teammates and coaches. Disrespectful, disparaging, and abusive comments or other improper behavior towards teammates, coaches, children, and adults will not be tolerated. Any athlete or their parents/guardians who violate our rules will be subject to disciplinary action at the discretion of the Head Coach and the RC Board.



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- RC athletes and their parents/guardians will not make negative comments to or about rowers, parents, coaches, or officials verbally or through electronic means (i.e., text messages, emails, voice mails, social media). RC athletes and their parents/guardians will understand that consequences of poor sportsmanship, disrespectful or threatening behavior could include suspension from club events or expulsion from the club.
- The Head Coach reserves the right to suspend any athlete from the team with immediate effect if their actions are considered serious enough.
- Any violation of these rules by a parent/guardian needs to be brought to the attention of the RC Board. Disciplinary actions based on parent/guardian action may include, but is not limited to, the rower's dismissal from the team.
- **Team Selection, Boat, and Seat Assignments**
  - The Head Coach will make all final decisions regarding team selection immediately following the January tryouts.
  - The Head Coach and/or Assistant Coaches will decide, from time to time and in their sole, professional opinion and discretion, all boat assignments and seat assignments within boats for all practices and regattas. Furthermore, the Head Coach has the right to withhold a rower from a practice or regatta. All decisions on practice and race lineups are based on the coaches' assessment of a rower's ability, readiness, and his/her overall contribution to the team.
- **Communication**
  - The Head Coach/VP Administration is responsible for communicating information regarding the crew program to parents. Each parent/guardian and rower is responsible for understanding the RC rules, regulations, and requirements, as well as the coach's expectations.
  - Appropriate concerns for parents to discuss with coaches include:
    - Ways to help their child improve
    - Concerns about their child's behavior or progress
    - Injuries
    - Nutrition
  - Issues not appropriate to discuss with coaches include:
    - Crew formation, seat assignments, coach assignments, or coaching decisions
    - Other student athletes
  - Specific concerns can be forwarded to the Head Coach by email first. We will do our best to respond in a timely manner. If you need to speak to us personally, please request this in an email, and we can set up a meeting.
  - Each family will be assigned an RC Board Member who can answer questions, provide information/insight, etc. This should be the first person a parent/guardian should reach out to with questions.
  - All rowers should feel free to speak with their respective coaches about any questions/concerns.
- **Bus Transportation**
  - All rowers must attend regattas in which RC competes and in which their respective rower level (novice, junior varsity, or varsity) participates, whether or not that rower is rowing in the regatta. The same rules and requirements for absences and advance notice of absences from practices will apply to attendance at regattas.
  - All rowers shall travel to/from all regattas and practices on buses provided by RC when such buses are provided. Buses are provided for every regatta other than those held on the Passaic River and for one to two select-boat regattas. Buses are provided for every on-water practice



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except practices on Saturday and Sunday and during the April break. If buses are not provided, rowers are responsible for their own transportation, carpool, etc.

- Parents/guardians understand and acknowledge that the bus company or members of the RC Board are not responsible for incidents, loss or damage that may occur on the bus or during travel. If an incident, loss or damage occurs, RC will immediately investigate the matter and to the extent the incident was the result of the negligence or misconduct of the bus company and/or its driver, RC will provide the necessary assistance to the affected rower/family in its claim against the bus company and/or its driver.

- **Other Rowing and Regatta Activities**

- Rowers are responsible for rigging and de-rigging all boats under the coaches' supervision at the regatta site.
- Every athlete is required to attend boat loading and unloading, before and after, all races except when travel is in an approved parent carpool to/from the regatta. No other exceptions. No one leaves until every boat is loaded/unloaded and coaches have given permission to leave.
- No parents/guardians are allowed at the rower's tent at regattas. This time and area is reserved for coaches and rowers to focus and prepare for their upcoming races. Typically, the rower is free to go to the parent tent after their race.
- No rower is allowed to leave a regatta early.
- Rowers and their families are responsible for checking email, InstaTeam, and Ridgewoodcrew.com for updates to practice, regatta schedules, cancellations, etc.
- Rowers are required to participate in all club-sponsored fundraising events.
- Rowers should follow food consumption guidelines provided by the RC coaches during regattas.

- **Volunteering**

- The success of Ridgewood Crew is dependent on volunteers. Therefore, each family is expected to volunteer in some capacity.
- One of the main volunteer opportunities is at the parent tent during the regattas. The volunteer sign-ups will be provided early in the year. Volunteer opportunities include:
  - Tent volunteer; am or pm – assist in putting up or taking down tent; cooking and restocking food and supply items
  - Chuckwagon transport – those with a SUV and hitch (with electrical) will transport to or from the regatta
  - Food preparation – prepare food for rowers/RC parents and friends the week before the regatta
- Other volunteer opportunities include, committee member/chair, board member, assist with social/fundraising events, and chaperone Stotesbury.

### 6. **Attendance Policies**

The success of the RC team is dependent upon the dedication, attendance, and appropriate behavior of all members of the team. Absences and tardiness from practice have a significant impact on the team's performance at regattas, as do negative behaviors. This policy is aimed at providing a positive working and learning environment for all students in order to attain the highest level of achievement and performance. It is expected that students behave in a manner which is respectful to other students, coaches, and chaperones. All school rules and expectations remain in place during all practices and regattas. All practices and regattas are mandatory, unless otherwise noted, and the following guidelines apply:



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- **Attendance:** Practice is mandatory. Practice takes place six days a week after school AND every weekend throughout the season. When joining RC, you accept the practice/regatta calendar as your personal responsibility. We will be racing every weekend from the end of March through mid/end of May. We usually race on Sundays, although at least two races are on Saturday; most races are in Philadelphia. No crew athlete is allowed to be absent for spring break. There are absolutely no exceptions to this rule. Anyone who cannot fulfill this commitment should not try out for the crew team. Any athlete who is absent for any reason, other than extenuating circumstances that are cleared by the Head Coach and VP Administration, can be removed from their boat and the team, with immediate effect.
- **Excused Absence:** Excused absences are allowed in extenuating circumstances. Remember it is the responsibility of the ATHLETE to contact the Head Coach and the VP Administration, as far in advance as possible, to inform them of their inability to attend a practice and request permission to be absent. Vacations are NOT extenuating circumstances. Sickness and injury may require a note from a Doctor.
- **Unexcused Absence:** If the Head Coach and VP Administration is not notified or considers an absence to be unexcused, then this may result in an athlete's removal from a boat and/or removal from the team. Please understand that anyone missing practice for any reason disrupts the entire team. People have to be moved around, and in many cases, entire boats cannot practice. It may also mean a boat cannot race due to insufficient preparation.

If you miss a practice for any reason, whether excused or unexcused, the staff reserves the right to prohibit you from racing in a regatta, if they feel you are not adequately prepared. Several unexcused practices may result in your expulsion from the team. Unexcused absences will result in disciplinary action:

- 1<sup>st</sup> offense: Student conference with the head coach. Parents and Board contact. Possible Boat assignment change or expulsion from the team as the Head Coaches discretion and Board approval.
  - 2<sup>nd</sup> offense: Parents meeting with Board and expulsion from the team as the Head Coaches discretion and Board approval.
  - 3<sup>rd</sup> offense: expulsion from the team
- **Parents:** Please do not schedule doctor's appointments, tutors, or anything else for your child during practice hours. Please always consult with the Head Coach and the VP Administration first.
  - **Injury and sickness policy:** Injuries and medical issues must be communicated directly to the coaching staff. During the spring racing season, any athlete who has missed practice due to serious injury or sickness, must be cleared by a doctor and must be able to fully participate in all training upon their return. There is no guarantee that a seat will be held for any athlete who is sick or injured. This may mean exclusion from practice and racing for all or part of the spring season.
  - **Appeals:** Rowers who wish to appeal decisions regarding attendance must contact the RC President to arrange for a conference to include the President, VP Administration, parent, rower, Head Coach, and additional staff as necessary.



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- **Acceptable Absences include:**
  - Winter Sports - Dates when a rower cannot attend a practice session because such practice session would interfere with a Ridgewood High School sanctioned winter sport. In this case, the rower's commitment to RC would begin as soon as that winter sport season ends.
  - Up to 2 Land Practices (January 6 – February 28) – A rower may be excused from practice up to 2 days during the mandatory land practice (January 7 – February 28). The rower must email the Head Coach and VP of Administration at least 2 weeks prior to the absence.
    - Requested day(s) to be sent via email to VP Administration and the Head Coach 2 weeks (minimum) prior to request.
    - The 2 requested land practices cannot be combined with the February break (beginning or end).
  - If a rower requests an additional day (max 1 day), the following will apply:
    - The requested day shall be sent via email to VP Administration and the Head Coach 2 weeks (minimum) prior to request.
    - The day missed must be made up during the February break, February 17 – February 19.
    - The requested day cannot be combined with the February break (beginning or end).
      - February break is the ONLY days that will be provided for makeup for any requested additional days off, no exceptions.
  - Illness or injury – The rower must email the Head Coach and VP Administration and Transportation immediately. Further, a doctor's note may be requested at the next succeeding practice upon returning from such illness or injury
  - MLK Jr/February break – Saturday, January 18 & Monday, January 20 and Saturday, February 15 to Wednesday, February 19 will have optional practices. Mandatory practice resumes on Tuesday, January 21 and Thursday, February 20; except if a missed day needs to be made up.
  - College entrance exam dates –
    - SATs: March 14
    - ACTs: February 8, April 4
    - Note: test prep courses/tutors are not acceptable absences
    - Note: the foregoing applies only to students who are taking the exam on those dates. Please provide the Head Coach with your exam dates as soon as they are set so alternate arrangements can be made for your boat mates to have a productive practice.
  - College Visits – only acceptable during land practices and must be pre-approved during the first week of practice.
  - Events where RC has been informed by the school officials that these are mandatory/scholastic events, including only:
    - DECA Competitions: March 2 – March 4 (States), April 28 – May 3 (ICDC); note – the foregoing applies only to students who are participating in these DECA competitions; ICDC falls during Cities Championship Regatta
    - RHS music events:
      - Choir: April 2
      - Orchestra: April 2
      - Band: April 22
    - Note: the foregoing applies only to students who are participating in these events; there are no acceptable absences for Pit Orchestra, Jazz Band, and Small Ensembles – as these do not meet the above criteria



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- Religious events and observances – after consultation with and approval of the VP Administration and Head Coach.
- Family Emergencies
- All absences (school, religious, and other) must be communicated to the VP Administration and Head Coach prior to the end of the first week of practice
- As a rule, there are no acceptable absences for Water Practices.
- Unexcused absences include reasons not listed above. If you are present for a full day of school and you do not attend practice or if you leave school without clearance from the school nurse, your absence will be considered unexcused. Absences due to illness must be followed up with a note from home confirming the validity of the absence.

\_\_\_\_\_ **By initialing I agree to the Ridgewood Crew Absence Policy**