

Camp Randall Rowing Club
Handbook for Athletes and Families

The Camp Randall Rowing Club (CRRC) aims to offer high-quality rowing programs to all participants. We are committed to creating a welcoming, inclusive, and positive environment for athletes, coaches, and all members of the club community.

This Handbook is intended to provide information to CRRC rowers and their families concerning participation in CRRC. Participants and their parents/guardians are expected to read this Handbook and to sign and submit annually the required forms contained in Appendix A.

CRRC shall provide equal opportunity to athletes, coaches, trainers, managers, administrators, and officials to participate in rowing without discrimination on the basis of race, color, religion, age, gender, sexual orientation, disability, or national origin to all individuals who are eligible under applicable international or reasonable national athletic rules and regulations and apply such rules and regulations concerning athletic competition without discrimination to all such individuals; and shall not deny eligibility to any athlete, except after according such athlete fair notice and hearing as to the issue of his or her eligibility.

CRRC is a member of US Rowing and has adopted SafeSport policies. Please refer to Participant SafeSport Manual for additional information.

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About Camp Randall Rowing Club

Mission Statement

Camp Randall Rowing club is determined to provide the finest competitive junior rowing experience possible in an inclusive, encouraging, and safe environment. In partnership with our Camp Randall families and dedicated coaching staff, we prepare all of our young athletes for life after high school by teaching valuable life-long lessons, encouraging responsible and respectful sportsmanship, and instilling a lifelong passion for excellence learned both on and off the water.

Why CRRC?

CRRC is proud to offer high-quality youth programs to middle and high school students who wish to develop their competitive rowing skills. CRRC participants often start with little or no rowing experience, and still go on to excel. We are proud to have had so many alumni go on to compete at the college or international level. At CRRC, we know that our participants are more than just athletes, and we are committed to their safety and development.

Participants of CRRC may expect the following:

- To receive quality coaching and instruction from appropriately trained and qualified individuals;
- To be supported in their athletic development;
- To be treated with respect;
- To be treated as both an individual and a member of the team;
- To enjoy an environment free of discrimination (including sexual harassment) and bullying;
- To receive appropriate consideration in the balancing of rowing and other aspects of their life; and
- To receive appropriate consideration of their health and welfare, including not training or competing when ill or injured.

Brief History

In 1995, a group of alumni rowers from University of Wisconsin formed the club to foster their love of rowing. Over the years, the Camp Randall Rowing Club has grown to include the largest junior rowing program in Madison with athletes who compete regionally and nationally.

In 2001, CRRC, led by then club president Steve Schaefer, initiated the [Brittingham Boathouse Renovation Project](#). This project involved the restoration and historic renovation of the Brittingham Boathouse located in downtown Madison at 617 North Shore Drive on Lake Monona Bay. CRRC joined with the Madison Parks Department to renovate the historic Brittingham Boathouse which is the oldest surviving park structure in the City of Madison and is listed on the National Historic Landmarks Registry.

According to the mission of CRRC, the overall purpose distills to one simple goal: to encourage a love of rowing. CRRC programs for fostering and developing this interest among teens include high school and middle school “Learn to Row” and junior competitive rowing programs. Additionally, the “WeCanRow” program provides wellness and recovery opportunities through rowing for breast and other female cancer survivors.

Programs

Camp Randall Rowing Club offers the following opportunities:

- Middle School Learn To Row: spring, summer and fall (6th-8th grade)
- High School Learn To Row: summer (entering 9th-12th grade)
- Competitive rowing (Junior Rowing): year round (9th-12th grade; mature and experienced 8th graders)
- We Can Row: January-October (female cancer survivors)
- Friends and Family Shore workouts (see website)
- Boat Rack rental
- See the [program tab](#) on our website for information or the [registration tab](#) for current enrollment information.

Organization

The Camp Randall Rowing Club is a largely volunteer run organization. The [Board of Directors](#) meets monthly. The [Junior Parent Committee](#) and a variety of subcommittees are responsible for the smooth running of the youth program. All parents are encouraged to become involved with a committee--experience with rowing is not needed!

Of course, the program would not run without the dedicated work of our [coaching staff!](#) Please see the website for current bios on all of our fabulous coaches.

Our Goals

We believe that a high-quality rowing program can and should:

- Teach the sport of rowing
- Teach safe and effective care of rowing equipment
- Prepare athletes technically, mentally and physically to be competitive in rowing competitions
- Increase strength and endurance
- Increase understanding of what it means to be part of a team
- Increase each participant's ability to set and achieve high, attainable goals for improvement both as athletes and as individuals.
- Support members in the attainment of all other goals.

Policies and Protocols for Athletes

Expectations

Promotion of a healthy and positive environment is the shared responsibility of all participants, and participants likewise reap the benefits of such a culture.

Accordingly, participants of CRRC are expected to:

- Adhere to all CRRC rules, including safety, outlined in the *CRRC Code of Conduct* (see Appendix A);
- Adhere to rules of any event or competition, including following the direction of officials;
- Engage in and support healthy behaviors; and
- Report serious safety or conduct violations that affect the Club.

Commitments

CRRC athletes commit to more than just their own improvement when they join the club. They commit to their team, to creating a healthy community, and to sportsmanship.

Commitment to Team

Rowing is a team sport. With practices 6 days per week during racing season, you will spend a lot of time getting to know your teammates. You will come to depend on them both to push you forward, and to encourage you when you are struggling; they will come to depend on that same support from you. In the boat, your ability to work together will impact your speed as much or more than your individual strength and skill. Being a CRRC athlete requires a commitment not only to yourself, but to your whole boat. Your team will depend on you to:

- Arrive on time for practice and stay for the duration
- Regularly put forth the effort it takes to help the team meet its goals
- Be prepared and well rested for practice and race days
- Maintain eligibility for practices and competitions
- Bring out the best in one another, every practice, every race

Commitment to Healthy Community

Camp Randall Rowing Club proudly welcomes rowers of varying ages, backgrounds, and abilities. We believe that the success of our community lies within the diversity of personalities, and the diversity of experiences of its rowers. We recognize the importance of commUNITY. As a community, we strive to:

- Honor the range of talents and perspectives within our community
- Work towards the success of all Camp Randall Rowing Club teams, and to encourage and celebrate the successes of all CRRC members.
- Prioritize problem *solving* over problem *finding*
- Handle differences constructively
- Work towards consensus-building when disagreements arise
- Make room for teammates to make amends when they fall short

Commitment to Sportsmanship

We strive to be among the best and most respected Clubs in the region. Regattas provide an opportunity to meet other athletes and coaches and to build connections. While there is a certain amount of rivalry involved in competitive sports, denigrating other rowers and other teams is not good sportsmanship and would reflect poorly on the character and reputation of CRRC and its participants.

CRRC athletes will always strive to:

- Put the best of themselves into their interactions with other teams
- Accept losses with grace and celebrate wins graciously
- Support one another's efforts and successes, extend a hand to other rowers when able
- Be model members of the rowing community, respecting its rules and etiquette

Regattas and Travel

Regattas and spring break camp both require team travel. Depending on the distance, participants will either travel by bus or will be transported by team parents. When away from our home base, and when hosting events for other rowers here in Madison, CRRC participants are visible representatives of the Club, and are considered participants in a Club sanctioned event from the time the team departs Madison until the time the team returns to Madison (or in the case of parent transport, from arrival at event until departure from the event).

Policies

- Athletes may not drive themselves or other athletes to or from regattas.
- Athletes are expected to check for all belongings prior to departure (racing uni, water bottle, other items on packing lists).
- Athletes may not leave the regatta or any location where the team is located during travel (ie, regatta location, hotel, restaurant, etc) without permission of a coach or adult chaperone.
- Athletes must conduct themselves in a way that reflects positively on the club not only at the race courses, but also at any other locations (hotel, etc) used by the teams.
- Athletes must follow all guidelines set by coaches (e.g. room curfews, lights out, wake up, schedule, etc).
- If the event does not involve travel together as a team, athletes must check in with their coach at arrival and stay until they are dismissed by the coach at the end of the event.
- Conduct violations that occur during travel events--in addition to any consequences that would normally apply to the behavior--may result in more restrictive supervision at subsequent events. Serious conduct violations may require that the athlete be transported home by a parent or guardian before the scheduled end of the event.

Attendance and Behavior

CRRC athletes are expected to adhere to the following when attending Regattas.

- Rowers and Coxswains are expected to help load and unload the trailer as well as the essential de rigging and rigging of boats as necessary. Loading the trailer usually occurs the day before a trip.
- Team members are expected to travel with the team. Late arrivals or early departures will be permitted only with coach and parent permission.
- Junior rowers are expected to stay until the boat trailer is loaded after the regatta and meet at the boathouse at a specified time to unload, or as directed by their coach.
- It is imperative that rowers who commit to rowing in a regatta, race in that regatta. Once the commitment has been made, the team is dependent on the athlete to be there; cancellations are not acceptable. Exceptions may be made for sickness or injury.
- While at a regatta, or on a regatta trip, athletes are expected to act in a respectable and mature manner. Conduct at races will reflect sportsmanship in any and all forms; this means that all athletes, coaches, and officials from competing teams as well as our own will be treated with complete respect. This also includes bus drivers, plane attendants, hotel and restaurant staff, chaperones as well as any persons connected with travel and competition.

At Race Site

- Be where you are asked to be, when you are asked to be there.
- Help rig/derig boats and with equipment
- Stay in an area where the coach can easily find you and let others know when you are going somewhere.
- If you have an upcoming race, stay out of the sun and drink plenty of fluids. Eat healthy meals and snacks.
- Keep the area clean (make use of garbage bags/cans, manage belongings, etc)

At Hotels

- Keep rooms clean during your stay. This means hanging wet items up to dry, and putting trash in trash cans. When you leave, make sure all of the trash is picked up/disposed of, and towels are in the bathroom for cleaning staff.
- Be quiet in the hallways and common areas. At curfew, make sure you are in your room in bed.
- Be on time for team meetings and scheduled activities

Rowing 101

The Two Seasons

Junior Rowing has two seasons: Fall/Winter and Spring/Summer. For dates see the calendar.

Fall/Winter Season

During the fall the junior teams compete in head races:

Head races, which are generally held in the fall, are 2.5-3 miles long, and the boats are started in their respective divisions separately at 10 second intervals. They are usually conducted on a river with an assortment of bridges and turns that can make passing quite interesting. The winner is the crew that had the shortest elapsed time between the start and finish lines, with any additional time included for penalties. (from US Rowing)

Once the short days and falling temperatures bring an end to time on the water, our athletes switch into winter mode. Athletes continue to participate in daily practices, conditioning for the racing season through erg workouts, circuit training and runs. Progress is measured through changes in erg times on 2K, 5K, 6K or even 10K workouts.

Spring/Summer Season

A key feature of the spring/summer season is the spring training trip (see following section). CRRC athletes are eager to get back on the water after a long winter. In addition to getting the teams ready for their first regattas, only a few weeks later, the spring training trip is a great opportunity for rowers to enjoy being together. Typically the trip includes a few outings, as well as a scrimmage with a local club.

After the spring training trip the CRRC junior teams compete in sprint events.

National, collegiate, worlds, and Olympic sprint competitions are 2,000 meters, or approximately 1.25 miles. The race course is divided into 6-8 lanes and each 500-meter section is marked with buoys. Masters races are 1,000 meters. Often, juniors races are 1,500 meters.

The race begins with all boats aligned at the start in the lanes they've been assigned. Individuals in each lane hold the stern of each boat steady while an official, known as the aligner, ensures that each boat is even with the others and squarely facing the course. (US Rowing)

The big event of the spring season is Midwest Regionals, held in Ohio in mid-May. Varsity boats will attempt to qualify for Nationals during this race each year. The spring season wraps up with a banquet at the boathouse, with seniors honored and awards given.

Once school ends, practices shift to the early morning. Summer regatta opportunities are available for additional fees and are encouraged for rowers who are in town and available.

Athletes who are in town in August may join "Captain's Practices", run by their Team Captains.

Spring Break

One of the most important parts of the spring season is the spring training trip. The Club travels to Tennessee where they will have a resort all to themselves. Athletes are able to spend 3-4 hours per day on the water, which provides extensive and important practice prior to the start of the spring season

The spring break trip is also an important bonding time for the club. You might hear about:

- *“Novice Initiation”*. This is *not* a hazing initiation. It’s a team-building experience run by the captains.
- *Talent Show* (think “Gong Show”, not “America’s Got Talent”)
- *Dress up dinner* (rowers should have a nice outfit for one of the evenings....although the occasional Toga has made an appearance as well)
- *Hammers*: it is tradition to visit Hammers--which is sort of a cross between an army surplus store and a truck stop store.
- *Frozen Head State Park*: A favorite of rowers, this park features a beautiful hike along a creek and stops at two 20-foot high waterfalls.
- *Scrimmage at Oak Ridge*: Teams from Tennessee and around the country train in Oak Ridge. We’ll spend a day on the course and wrap it up with a scrimmage and a trip to Big Ed’s Pizza.

Parent volunteers serve as chaperones and meal preparers throughout the trip. All chaperones are required to complete online SafeSport training and to go through a background check.

Regattas, Scrimmages and Other Events

Regattas

Essentially, a regatta is a large 1-2 day event with races in a variety of categories. The CRRC website has some helpful information about regattas in its [FAQ section](#). There are usually opportunities for both novice and varsity racers, and in some events, masters (adult) racing as well. Events are listed by type of boat and type of crew.

GV1 8+, for instance, refers to Girls Varsity 1 (fastest 8 on girl’s team) rowing an 8 with a coxswain

BV2 4+ would refer to Boy's Varsity (second fastest 4 on the boy's team), rowing a 4 with a coxswain.

A race is not just not another race in rowing. There are different seasons in rowing and different types of races, as a result. Similar to running, the longer distance racing is in the fall (e.g., cross-country season) and the shorter races, or sprints, are held in the spring (e.g., track and field season) (from US Rowing)

Scrimmages

Scrimmages are informal racing opportunities arranged between clubs that are within reasonable driving distances to one another. These may not be on the schedule at the time of registration and are considered a recommended, rather than required, event for participants.

Other Events

In addition to regular practices and regattas (Junior Team), there are a variety of events that members of the CRRC community look forward to each season. Here are a few examples, often there are other opportunities throughout the season.

- Boathouse breakfasts after a Saturday AM practice usually happen once or twice each season and are a great time to come in and get to know other families.
- Each season usually has one boathouse evening gathering after a practice--chili dinner in the fall, and end of season banquet in the spring. Events are informal potlucks (sign up on sign up genius) and the whole family is always welcome. Bring your own chairs!
- Ergathon: a fundraising event typically held in the spring to help raise money for new equipment.
- Camp Randall Invite: This regatta is hosted by Camp Randall Rowing Club every April. It takes a lot of work to put it together and run it each year--all families are asked to be active volunteers on the day of the event.

Practices

You can find the practice schedule on the website. During the spring, summer and fall, rowers and coxswains will be on the water as much as possible, but if the weather is bad (lightning or high wind), athletes will have indoor practice instead. Success in rowing comes with building strength and endurance, so while we like to have rowers on the water as much as possible, those indoor practices are just as important. Practice is generally only cancelled if travel to and from practice is hazardous. Typically, practices will be:

M-S during racing season

M-F during the off-season

Water Practices

Time on water is important to rower successes at regattas. Although erg work (see below) helps to build strength and endurance, it does not provide an opportunity for the team to practice timing, and does not simulate the handling of the oars. For that reason, unless the water temperature, lightning, or wind speed makes being on the water unsafe, rowers will be out rain or shine. Your rower should always have an **extra set of warm, dry clothes to change into at the end of practice** in case they are chilled coming off the water.

Bulky **clothing** does not work for rowing. Rowers should be in **short or long trou and a lightweight shirt (long or short sleeves)**. Cotton should be avoided as it absorbs a lot of water and will weigh a rower down if they end up in the water. On cooler days, **layers, and hats or headbands** are a good idea--but rowers will work up a sweat quickly and typically do not need exceptionally warm gear while actually rowing. Pogies are available from online rowing suppliers. They help keep hands warm while out on the water on a cold day.

On sunny days, visors or hats and/or sunglasses are recommended for comfort on the water.

Coaches run practices from “launches”. The launch has a motor so that it is easy to move between boats. Floatation devices for rowers are stored on the launch.

Rowers are responsible for bringing equipment to and from the water and making sure equipment is properly stored at the end of practice.

Land Practices

The core of land practices is usually “erging”. The ergometer is a rowing machine and is able to track all of the metrics used to measure rower speed. On some days, rowers will do erg “tests”, trying PR (beat their personal record). This is one way to measure rower progress.

In addition to erging, land practices might include runs, weight training or circuit training. Land training is hard and not as much fun as being on the water, but it has a significant impact on the success of each athlete, and the team as a whole, during the racing seasons. Athlete’s should have clothing and footwear with them that is appropriate for both indoor and outdoor activity.

Tank Days

Typically CRRC will work out 3-4 days over the course of the winter to hold practice at the Porter Boathouse (where UW rowers do their off-season training). This usually happens around once per month, and gives rowers an opportunity to do some oar work during the long Wisconsin winter.

Safety

Safety is of course a priority, and there are protocols in place for maintaining safety on and off the water. Each athlete must pass a swim test administered by the coaching staff after joining CRRC. Coaches will instruct athletes about safe handling of equipment and will ensure that they have an understanding of safe vs unsafe conditions on the water. More detailed information can be found on the website in the [FAQ](#), including boathouse safety, cold water guidelines, boathouse rules, and equipment safety.

Learn More

If you are new to rowing, you are about to become acquainted with a whole new language. These resources can help you decode what your rower is saying:

[Rowing Terms](#)

[Erg Terms](#)

There are a variety of resources on the internet that describe the sport of rowing in some detail. We recommend checking out one or more of the following:

- Our [FAQ page](#) is a great place to start, and includes some helpful information and diagrams
- The [US Rowing](#) site has several links and an overview of our parent organization
- The [Regatta Central](#) site includes links to results if you are wanting to follow your athlete's progress when they are away at a regatta

For Families of Athletes

Getting Started

As a new member family, it's common to have a lot of questions. Some important first things to know:

1. Camp Randall Rowing Club is a parent-led organization. The only paid staff are our coaches--everything else happens because parents make it happen. You will see a lot of requests for your help and a lot of ways to be involved. In addition to responding regularly to online sign-ups, we encourage you to pick one of the committees listed on the parent meeting document and find a way to get involved with it.
2. Team App is your friend. Load it on your phone, tablet, etc. Not only is it the fastest way to get information about upcoming events, weather cancellations, make-up practices, etc., it is also a great place to ask a question and get it answered quickly--or to see the answer to someone else's question and realize you needed to know that too!
3. Rowing is going to become one of the most important things in your child's life--so it's going to become a big part of yours too. Fortunately, this is a great community to be a part of--you're going to love it!
4. Watch for the first clothing order. All novice athletes will be required to purchase a Camp Randall tank for regattas, and all varsity rowers will be required to purchase a team uni for regattas. There are limited windows of opportunity to purchase official CRRC clothing items.

Volunteering

All families agree to meet [volunteer requirements](#) when they enroll in the program.

There are four key areas in which volunteers are needed:

1. [Committee](#) work: parents are needed to participate on and run committees. Typically there is an opportunity to shadow a committee chair in preparation for taking on a leadership role.
2. Feeding our hungry athletes! Watch for sign-ups--the commitment is very manageable when everyone does their part.
3. Special Event work: planning and staffing events such as our Camp Randall Invite takes the participation and support of every family.
4. Fundraising for the scholarship fund through volunteer hours at Madison marathons, Breese Stevens concerts, etc. These events are fun and only require a few hours of your time each season.

5. Boathouse and Regatta Chaperones. These chaperones will also submit a background check as part of their sign up. See Appendix at the end of this document.

Boat and Seat Selection

Coaches want to put together the fastest boats for races. They work hard all season to identify rowers and coxswains that will make CRRC boats more competitive. They use input clues (e.g. an athlete's physical condition, erg times, judgements about technique and commitment to practice) as well as output measures (e.g. the results of seat racing actual regatta performance) to draw inferences about the best mix of athletes for each boat. Coaches will experiment, moving athletes back and forth between boats, and between seats to determine what yields the best possible results. In general, if a athlete is in good standing with the team and he or she makes the boat go faster, then he or she will stay in the boat/keep their seat.

The Junior Rowers, in general, understand this very well after a few weeks. They learn how to earn and retain the respect of their crew mates and coaches. They find out what it takes to get and keep a seat in the boat. In this process, the dialog between rowers and coaches is very important; the rowers need to be discussing performance and requirements, and they can expect input from their coaches and feedback from their crew mates.

Rower Selection

Rowing is a competitive sport. Even though all program participants may devote incredible effort to developing their skills and their physical fitness not all can compete in the top boat. As coaches, parents and athletes, we accept that a rough meritocracy is necessary for clubs to produce teams that can perform and compete at the highest level. And we recognize that every successful team also needs a strong foundation of enthusiastic and capable juniors that can step up and take a place in a competing boat when the need arises.

Coaches absolutely want what's best for the team and for the athletes. They are looking for skill, effort, commitment to the team and promise--and they constantly evaluate and re-evaluate the capabilities of individual rowers and the group chemistry and cohesion of their teams. Based on coaches' assessments of individual athlete proficiency, strength, commitment and attitude, and the evolving needs of their teams, they may transition qualified rowers between boats and/or

between groups. Sometimes the choices are very hard, and the coaches' experience and intuition also have a role.

In the Fall season particularly, boat mix and seat assignments may be fluid. The 5000 meter head races reward elevated levels of endurance, in addition to skill. The Spring Season focuses more on 2000 meter races that reward technical prowess and sprinting ability. Junior athletes may excel in one or the other or both.

CRRC coaches are professionals and make decisions based on what they believe to be in the best interests of the team. From the list above you can see which situations are appropriate to discuss with a coach and which are inappropriate. Coaches do exercise their judgement throughout the season and their discretion, expertise and professionalism must be respected regarding rowing matters. Issues surrounding the well-being of your athlete are appropriate to raise with a coach. When you feel a conference with a coach is necessary, the following procedure should be followed.

Procedures to follow if you have concerns to discuss with a coach:

Please email or phone the coach to set up an appointment. Contact information for the coaching staff can be found online. Please do not discuss concerns with coaching staff before or after regatta or practice.

Parent/Coach Communication

Both parenting and coaching can be difficult, and a successful club is one in which neither party makes the other party's job more difficult than it needs to be. As parents, when your child becomes a part of CRRC, you have a right to understand the expectations that will be placed on them. In turn, there is communication that coaches need to be able to expect from you.

Communication expected from the coach:

- General approach to coaching
- Expectations the coach has for your rower and others on the team
- Practice times and schedules
- Concerns the coach has about your child (e.g. if your rower/coxswain is having difficulty with practices, expectations, honoring commitments to the team)

Communication Coaches Expect From Parents:

- Appropriate concerns expressed directly to the coach

- Notification of schedule conflicts well in advance (encourage your athlete to communicate; confirm with your athlete that the communication *has* occurred).
- Changes in health status, injuries, etc.

As your athlete becomes involved with the team they will experience some of the most rewarding moments of their lives. It's important to understand that there will also be times when the experiences will be difficult and challenging. In some cases it is appropriate to address concerns with coaches, in other cases it is more appropriate to communicate with your athlete and to help them navigate the situation successfully.

Appropriate Concerns to Discuss With Coaches:

- Safety concerns
- The treatment of your rower (mentally, physically)
- Ways to help your athlete improve
- Concerns about your athlete's behavior
- Excused absences from practice

Inappropriate Concerns to Discuss With Coaches:

- Seat Assignments
- Race Strategy

How to Support Your Rower

1. Read, understand, learn and follow the Parent Responsibilities as updated from time to time.
2. Support and encourage your athlete to meet their responsibilities and expectations.
3. Be fiscally responsible for your financial commitments to the program.
4. Be logistically responsible for your athlete's travel and your commitment to the activities of the program.
5. Be responsible for the health, safety and welfare of your athlete.
6. Attend all Parent Meetings.
7. Drive to regattas and consider serving as a Regatta Helper and/or Chaperone.
8. Attend general CRRC Club Functions and consider learning to row!
9. Support Fundraising activities, help organize and hold social activities and consider serving on the Program Committee.
10. Promote the Program, consider hosting visiting athletes and help recruit new Junior athletes... and their Parents!

Code of Conduct

The safety and welfare of our members is a top priority, and we strive to create a healthy, supportive environment for all participants. CRRC is committed to implementing USRowing SafeSport policies and procedures as established by the US Olympic Committee . These policies and procedures protect participants from misconduct and abuse including bullying, hazing, harassment, and physical, emotional and sexual misconduct and abuse. See Appendix for more information.

The expectations outlined below apply to all CRRC-related practices, competitions, events, travel, and other activities that are sponsored by or affiliated with CRRC, unless otherwise stated. CRRC also reserves the right to apply these conduct expectations outside of this context where the behavior has a significant detrimental effect on the Club or its members. Violations of these expectations may be grounds for disciplinary action.

Athletes should be aware that the following behaviors will always be referred to the Safety and Culture Committee (SCC), for follow-up:

- Bullying and Harassment
- Violations of Alcohol and Other Drugs (AOD) expectations
- Abuse that is physical, sexual or emotional

Bullying

Bullying of CRRC participants or competitors is prohibited. Bullying may occur in person or through other forms of communication such as electronic communication and social media. Bullying may be verbal, social or physical. It involves an imbalance of power**, an intention to cause harm, and repetition of the behavior that is either direct or indirect (e.g. a participant may be held responsible if they are found to be instigating or encouraging bullying behavior). (stopbullying.gov)

**An imbalance of power can exist between individuals from different age groups, holding different positions within the Club, and other such circumstances.

Conduct may not rise to the level of bullying behavior, even when considered by some to be rude/thoughtless (inadvertently saying or doing something hurtful) or mean (purposefully saying or doing something hurtful, but not as part of a pattern of behavior). Interactions arising from conflict or struggle between athletes may also be unpleasant, but not meet the definition of bullying.

These behaviors may, however, still be addressed by a coach if disruptive to, or reflecting poorly on, the team or the Club. Athletes may be expected to make amends for the behavior or engage in other corrective actions.

If the behavior continues after a coach has tried to address it as above, a conference with the coach, parent(s) of the athlete, and a representative of the SCC may be needed to discuss closer supervision of the athlete and/or the athlete may need to enter into a behavior contract with the coach in order for club participation to continue. If the coach is considering requiring a behavior contract, the SCC will be consulted and will work with the coach and the family to set up conditions for participation.

Refer to Safesport for additional information about bullying, including information to help athletes and families distinguish between behaviors that are part of standard coaching practice, and behaviors that would be considered bullying. (*See CRRC Safesport Manual*)

Harassment

Harassment of CRRC participants and competitors is prohibited. Harassment may occur in person or through social media. Harassment is defined by SafeSport as:

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

Hazing

Hazing of CRRC participants or competitors is prohibited. Safesport defines hazing as:

Coercing, requiring, forcing or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members***; or 2. Any act or conduct described as hazing under federal or state law

***Hazing does not include group or team activities that (a) are meant to establish normative team behaviors or (b) promote team cohesion. Conflict between athletes that does not rise to the level of harassment, hazing, discrimination or bullying:

Alcohol, Tobacco, E-Cigarettes, Drugs, Weapons

The use, possession, sale, or being under the influence, of alcohol, controlled substances (other than those prescribed by a treating physician), tobacco products and e-cigarettes, and performance-enhancing substances is prohibited. Weapons are prohibited.

Social Media/Use of Electronic Devices

Athlete social media use, when referencing CRRC and the sport of rowing (including coaching staff, other CRRC rowers, rowers from outside teams, US rowing, and CRRC parents/families), should reflect positively on all the entities named above.

While attending CRRC-sanctioned events, including team travel, regattas, practices, and social events, athletes need to be aware of mixed ages/genders on the CRRC team. Media and social media use should be appropriate for all parties present. Viewing content that is sexually explicit, or that demeans and marginalizes others based on gender, race, class, religion, etc is not allowed at any time during a CRRC-sanctioned event. Inappropriate social media use during regattas or a CRRC sanctioned event will be regarded as a violation of the spirit of the social media use policy, and should be brought to the attention of the head coach/coaching staff, and/or the Safety and Culture Committee for follow up.

How To Address Concerns

Athletes have two options when concerns arise:

1. Problem Solving
2. Reporting

For the purposes of this Handbook, the term “report” refers to the communication to someone in a leadership position of a safety or welfare issue that the reporter believes negatively affects the Club or its members. Distinguished from this are questions and concerns that members are seeking the answers to or assistance with in connection with their participation in the Club.

Problem Solving

Solving problems directly is an important skill to develop, and usually brings the best results with the least amount of disruption. If an athlete wishes to try and solve a problem directly with another athlete, but is unsure how to approach the concern, they are encouraged to enlist the assistance of a coach or a captain either for the purpose of seeking advice, or for direct assistance with solving the problem.

Some kinds of concerns related to adults can also be addressed directly by athletes. Misunderstandings or differences in perception can cause tension that could easily be addressed and rectified through honest conversation. Athletes can expect that Coaches and club volunteers will listen and respond respectfully to concerns when they are raised. Captains may be a good resource if other team members aren't sure how to address or communicate a concern with a coach.

In cases where an athlete has a concern that a coach's conduct is abusive, or the athlete has a concern for their safety or the safety of others, the athlete should NOT attempt to address the issue with the coach directly. Safety concerns should lead a rower to either enlist the support of a parent or other trusted adult, or to use the SafeSport reporting form. (see sections on: How to report; Confidentiality, Anonymous reporting).

Reporting

Athletes may sometimes have concerns related to suspected code of conduct violations but either worry about causing a problem for a teammate, or not have evidence to support the concern.

Rather than not saying anything, in these situations an athlete *may* wish to share the concern in a general way. In this situation, a coach may choose to address with the team that there have been concerns raised, address the potential consequences this behavior might have on the team, and remind athletes of the potential individual consequences, if in fact, anyone is found to be in violation of the policy.

In talking with a coach or an adult about a concern, it is important to be aware that coaches and adult volunteers will listen and may act on what you are telling them, but will not share information with you about disciplinary decisions or steps applied to other athletes.

It is also important to be aware that information reported will be evaluated, and that the adult may decide that it warrants formal investigation or action.

Athletes may also report specific concerns to their coach or to an SCC representative (in person or in writing). Written reports may be made anonymously (see sections on: How to file a report; Confidentiality, anonymous reporting, and bad-faith allegations).

How to Report

1. Contact any member of the Safety and Culture Committee. You may:
 - email CRRC Safesport Representative: safesport@camprandallrc.org
 - use online link to Safe Sport Incident Report on the CRRC website. This Incident Report Form can be found at: <http://camprandallrc.org/about-2/safe-sport/>
 - Talk to an SCC member in person
2. Contact Head Coach

Regardless of how the complainant chooses to report, it is helpful to CRRC for individuals to provide, at a minimum:

1. the name of the complainant(s) (see below for information about anonymous reporting)
2. the type of misconduct alleged and
3. the name(s) of the individual(s) alleged to have committed the misconduct.

Confidentiality

Reported concerns will in all cases be treated with sensitivity, and where appropriate, confidentially. To the extent permitted by law, and as appropriate, CRRC will keep information confidential.

Anonymous Reporting

CRRC recognizes it can be difficult for an athlete, teammate, friend or family member to report an allegation of misconduct and strives to remove as many barriers to reporting as possible. **Anonymous reports may be made without the formality of completing an Incident Report Form:**

- by completing the Incident Report Form without including the reporter's name (in which case no one is aware of where the concern originated)
- by expressing concerns verbally to a CRRC administrator or a member of relevant CRRC committee with the expectation that anonymity will be preserved by that party.
- Through email, texts or notes left for a Head Coach, CRRC administrator or a member of relevant CRRC committee
- Athletes should be aware, however, that completely anonymous reporting may make it difficult for CRRC to investigate or properly address allegations.

Retaliation

CRRC prohibits retaliation against athletes who report concerns to SCC or coaches.

Disciplinary Investigations

The Safety and Culture committee is the primary point of contact for investigating and addressing concerns that may rise to the level of formal discipline. If the allegation is against an athlete, the athlete's coach will be brought into the discussion.

Allegations

Irrespective of the origin of the report, the Safety and Culture Committee has the responsibility for reviewing concerns involving CRRC athletes. The Safety and Culture Committee will review the report and take appropriate action which may include:

- Discussion with the reporter;
- Discussion with other individual(s) who has relevant information; and
- Review of documents or other material, including the Handbook.

If the Safety and Culture Committee believes the information supports disciplinary action:

- The athlete and the athlete's parent/guardian will be notified of the concern and invited to discuss the concern with committee members.
- If, following that meeting, the Safety and Culture Committee believes discipline is warranted, the Safety and Culture Committee will advise the athlete's coach.
- In determining appropriate discipline, the Safety and Culture Committee will consider a number of factors including the athlete's maturity or other personal circumstances, the nature and severity of the violation, any past violations, and the athlete's demonstrated recognition of the athlete's responsibility for the misconduct.

Typically athletes will not be removed from CRRC activity prior to resolution of the allegation. However, the SCC and coaches **may** impose an interim suspension if there is concern about safety, disruption or health.

Exceptions

A coach may, at his or her discretion, issue a one-day informal suspension from practice in response to an athlete's behavior at a practice or other CRRC activity. In this situation, the SCC should be informed by the coach, but does not need to be directly involved. A coach may also send an athlete home early from practice for the same reason. If the coach sees a need to issue a second suspension/exclusion, the athlete will need to meet with the coach, a parent or guardian, and a member of the SCC in order to address the problem and form a plan or behavior contract before participation resumes.

Guiding Philosophy

The goal of any disciplinary action is to support the athlete's positive development and to remedy the effect the negative conduct has had on the Club.

CRRC recognizes that there are varying levels of misconduct. For example, physical and sexual misconduct are serious violations that may result in immediate dismissal. In contrast, a participant who tells a single sexually risqué joke constitutes less serious misconduct and depending on the circumstances, might be dealt with more appropriately through dialogue and a verbal warning.

The committee's approach to addressing behavior that does not have a predetermined consequence will be:

- To help athletes to understand why a behavior is not acceptable, and the harm it has caused or could cause to the athlete or others
- To help athletes take responsibility for their actions and understand what they could have done differently
- To respond to inappropriate behavior using logical consequences and restorative action when possible
- To make sure that athletes understand that more serious consequences may occur if the behavior reoccurs

The Safety and Culture Committee will take into account the following

- the athlete's maturity and any special circumstances that may affect that athlete
- the athlete's willingness to repair harm caused by their behavior
- the athlete's past history of prior violations
- and the nature, severity and scope of the behavior.

In all cases, the goal of CRRC's disciplinary procedures and actions will be proportionate, reasonable, and applied fairly and equally. Possible disciplinary actions for infractions may include (but are not limited to) one or more of the following:

- Provide the individual with guidance, redirection, and instruction.
- Issue a verbal warning
- Provide restorative consequences that strengthen the club community
- Provide informed supervision, where at least one staff member is informed of the allegation and is instructed to supervise the participant in his or her interactions with the program and/or organization
- Temporary suspension from training*
- Temporary suspension from competition*
- Restricted movement while traveling with the club
- Issue a written and/or final written warning
- Suspend or terminate employment or membership**

*Suspensions will not exceed a period of 2 weeks unless athlete fails to meet reinstatement conditions

**Consideration of Termination of membership is limited to situations in which an athlete has, within a 6 month time period, repeated a behavior that is illegal or that poses a significant safety risk to other members OR the athlete has engaged in behavior that has caused direct and intentional harm to others and can reasonably cause other members to feel unsafe in the athlete's presence (e.g. assault)

Outcomes

An accusation is not evidence of wrongdoing. Consequences for violating the code of conduct are not usually made public. If something is reported and it seems that “nothing happens”, it could be because:

- The SCC had a difference in interpretation regarding whether something constitutes a conduct violation
- There is inadequate evidence of wrongdoing
- There was counter evidence or a counter explanation for the behavior being investigated.
- The rower in question chose not to share with others that there was a consequence (e.g. there may be a consequence imposed short of suspension that others are not aware of)

Appeals and Reinstatement

Upon the imposition of sanctions for conduct violations, any aggrieved athlete and/or parent of aggrieved athlete shall have the right to an informal conference with the Club President to request relief from, or reconsideration of the consequences. If the Club President feels relief or reconsideration should be given, the Club President will attempt to reach consensus with the SCC. If consensus cannot be reached, the athlete, parent, or Club President may bring the matter to the board for final review. The Board will overturn the SCC’s decision only if it can be shown that consequences were imposed with inadequate evidence; club policies for investigation and application of consequence were not followed; or if consequences are determined to be disproportionate to the offense.

Following suspension, the athlete shall have the opportunity for reinstatement as an active member of CRRC under the following criteria:

- Written request to Coach and SCC chair to be allowed to rejoin the team. This request must include a commitment to comply with code of conduct expectations.
- Conference with Head Coach, along with parents, other relevant coaches, and an SCC representative. In some situations, coaching staff or SCC representatives may request that the club president or current JPC chair also attend the meeting.

Limitations

When there are concerns about athletes who request to enroll or re-enroll in CRRC, these concerns may be brought to The Safety and Culture Committee. The SCC will address concerns with the prospective athlete and family if that is determined to be prudent.

Sometimes athletes' behaviors or choices from the past come to light. Rather than try to determine how far in the past something must have occurred before it is considered to be not Irrelevant, CRRC will limit investigation and disciplinary action to behaviors that occur within the current season, UNLESS:

- The behavior was identified and a consequence set during the previous season.
- The behavior occurred within the past 3 months AND the rower was active in Camp Randall Rowing Club at the time it occurred.
- The behavior caused direct harm to someone else (e.g. bullying, harassment, assault, hazing), has not been addressed elsewhere, and affects--or is likely to affect--the Club or Club members negatively if not addressed.

Behaviors from prior seasons that come to light and are not subject to discipline **may however**, still be *addressed* by a coach or by the SCC. Further, if the behavior also suggests a need for greater supervision during CRRC events (e.g. code of conduct violations on club time) the coach and an SCC representative may develop a plan to provide that supervision.

Appendix

Safe Sport Information. Families and Rowers can go to this link for more information:

<https://safesport.org/>

- Go to [SafeSport.org](https://safesport.org/) and click on the “Sign In” button (upper right corner).
- Register following the prompts and create your account. *(As this is a new program, you must create a new account. You will not be able to login with your SafeSport credentials from the previous website.)*
- Select U.S. Rowing as your “Membership” from the drop-down menu.
- The following account code should be used for USRowing:

J5YZ-UJKV-YMFX-4ENI

Background Check Information for Volunteers.

Dear Registrant:

Camp Randall Rowing Club Inc welcomes you to background screening with National Center for Safety Initiatives (NCSI). Please follow the directions below to start the process.

Go to www.ncsisafe.com and click on "Start Your Background Screening Now." Complete three easy steps:

Step 1: Enter Self Registration Number: 29978606

Step 2: Enter Your Information as Requested

Step 3: Provide Legal Authorization and Certification

It is important when entering your name, that you use your full legal name as written on your current ID (state driver's license, passport or state ID with name and DOB). Please also verify that your social security number was typed correctly. Using nicknames or failing to type a correct social security number may delay or invalidate your background check.

NCSI will contact you directly if there are any questions, problems or issues related to your specific information. An email address is required when completing the background check as our contact with you will largely be electronic. Please be sure to add ncsisafe.com to your list of acceptable domains in your email program to receive notifications from us.

If you have any questions or problems submitting your information, please email applicantsservices@ncsisafe.com or call the NCSI at (440) 542-9833 or toll free (866) 833-7100.

Once you have submitted your information you will receive a confirmation page with a 16-digit Applicant ID Number. The background check generally takes 10 business days to complete and you may check your status on our website under the "Check Your Background Screening Status" link at www.ncsisafe.com.

Athlete Code of Conduct

Athletes and parent/guardian: Please read the CRRC Athlete Code of Conduct and initial each line and sign at the bottom. Unless otherwise stated, these expectations apply to all CRRC-related practices, competitions, events, travel and other activities that are sponsored by or affiliated with CRRC.

_____ Athletes must comply with CRRC boathouse safety rules and expectations.

_____ Athletes will help take care of CRRC property, equipment, and facilities. Should an athlete become aware of damage to property or equipment, the athlete will promptly report it to a member of the coaching staff.

_____ Athletes are expected to arrive at practices and other events in a timely manner, prepared to engage in the activity. Athletes are expected to stay for the entire event unless excused earlier by a member of the coaching staff.

_____ Athletes shall strive to cultivate a lifestyle conducive to success in the sport, including proper rest, hydration, nutrition, and commitment to academic studies.

_____ Athletes shall not engage in conduct that is discriminatory, harassing, bullying, dangerous, or intimidating towards other participants and competitors.

_____ Athletes are expected to exhibit good sportsmanship towards teammates and competitors.

_____ Athletes shall comply with travel/regatta expectations as outlined in the CRRC Handbook.

_____ Athletes shall not engage in electronic activity, including cell phone use and social media, in violation of the applicable section of the CRRC Handbook.

_____ The use, possession, sale, or being under the influence of alcohol, controlled substances (other than those prescribed by a treating physician), tobacco products and e-cigarettes, and performance-enhancing substances is prohibited.

_____ Weapons are prohibited.

We, the undersigned, have read, understand, and agree to comply with these expectations.

Signature of Athlete: _____

Printed Name of Athlete: _____

Signature of Parent/Guardian: _____

—

Printed Name of Parent/Guardian:
