



Lanier Canoe and Kayak Club
Legacy Program of the 1996 Centennial Olympic Games

Lanier Canoe and Kayak Club Handbook

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Table of Contents

Welcome	Page 4
Our Vision	Page 4
Mission Statement	Page 4
Venue	Page 5
Memberships	Page 6
Development 1	Page 6
Development 2	Page 7
High Performance I	Page 7
High Performance II	Page 7
Masters	Page 8
Dragon Boat	Page 8
LCKC Practice Sessions	Page 8
Non-Resident	Page 8
Recreational	Page 9
Guest	Page 9
Non-Member Training	Page 9
Membership Payment Policy	Page 9
Suspension or Termination of Membership	Page 9
Membership Communication	Page 10
LCKC Annual Meeting	Page 10
Lanier Canoe and Kayak Programs	Page 10
BBI Jr. Olympic Program	Page 10-11
Summer Day Camp	Page 11
Adult Learn to Kayak Program	Page 11
Moonlight Paddle	Page 11
LCKC Equipment Usage	Page 11-12
Other Services Provided by LCKC	Page 13
Canoe and Kayak Rentals	Page 13
Dragon Boat Rentals	Page 13
Boat Storage	Page 13
Locker Rentals	Page 13
LCKC Events and Trips	Page 14
Events	Page 14
USA Canoe/Kayak Membership	Page 14
Trips	Page 14
US Canoe and Kayak National Championships	Page 14
Facility Guidelines	Page 15
Inclement Weather Closing Policy	Page 15
Safety and Security	Page 15
Lost and Found	Page 16
Restrooms and Shower Area	Page 16
Boathouse Cleanliness	Page 16
Motor Boat Usage	Page 16

<i>Appendix 1: ASPIRE</i>	<i>Page 18</i>
<i>Appendix 2: Code of Conduct</i>	<i>Page 19</i>
<i>Appendix 3: LCKC Travel Code of Conduct</i>	<i>Page 20-21</i>
<i>Appendix 4: Personal Appearance and Clothing Policy</i>	<i>Page 22</i>
<i>Appendix 5: Discipline Policy</i>	<i>Page 23-24</i>

Welcome

We welcome all members, guests, and future members to the Lanier Canoe and Kayak Club (LCKC). We are glad that you have chosen to be a part of the Legacy Program of the 1996 Atlanta Olympic Games. We offer many opportunities here at LCKC for people of all ages. Whether you are a young athlete with your eyes on the Olympics, a competitive adult paddler looking to improve your health by being more active, or a recreation member just looking for a way to relax and enjoy the water, LCKC is the place for you. For sprint athletes we offer many opportunities throughout each year for local, national, and international competitions. Recreation programs are offered monthly, spring through fall.

VOLUNTEERS

Volunteers are the backbone of our organization. The events, trips, and programs provided by LCKC cannot happen without the hard work and dedication of our many volunteers. All members and their families are encouraged to become involved in the club through volunteerism.

Our Vision

- ❖ To establish an environment where all participants and staff feel welcomed, respected and affirmed
- ❖ To do our part to protect Lake Lanier by participating in environmental and recycling programs
- ❖ To give back to our community by providing programs for all individuals regardless of gender, national origin, religion or ability levels
- ❖ To provide the community with a lifelong, low impact sport
- ❖ Develop and nurture individuals through our programs that reach them on an emotional, physical and mental level

Our Mission

The mission of the LANIER CANOE AND KAYAK CLUB, INC. is to serve as a catalyst and as a legacy program of the 1996 Summer Centennial Olympic Games and to promote health, education and fitness for all ages and abilities through quality sprint canoe and kayak programs while continuing the Olympic spirit by promoting excellence in our competitive teams. The Lanier Canoe and Kayak Club will seek opportunities to host events that will have an economic and social impact on the community.

Venue

The Lake Lanier Olympic Venue was built for the 1996 Atlanta Olympic Games for Rowing and Sprint Canoe/Kayak. The facility was paid for by the Atlanta Committee for the Olympic Games and given to the City of Gainesville and Hall County. The local governments lease the facility to Gainesville-Hall '96 who in turn lease to the Lanier Canoe and Kayak Club and the Lake Lanier Rowing Club.

Memberships

Sprint Membership Structure Summary

The Lanier Canoe Kayak Club's Sprint Membership is divided into three four month sessions per year. The Spring session is February- May, Summer session is June-Sept and, Fall/Winter session is October-January. Registration for each session is required and will be due on or about the 20th day of the last month of each session for the following session. Registration is mandatory if you wish to participate in a session. When registering for a session you are obligated to pay for the entire session even if you don't participate in the entire the session. A two week grace period will be in effect from the first day of the session. If within this time you decide that you do not wish to participate or will be unable to fulfill your obligation for the Session, you may submit a request in writing and you will be refunded your unused portion of dues.

Participants will have the option at registration to either pay the full session amount by cash or check and receive a 3% discount or pay four equal installments due on the 1st day of each month. Participants, who joined LCKC after April, 2011 are required to pay with recurring debit or credit card.

Sprint Memberships Levels are:

Developmental I, Developmental II, High Performance I, High Performance II and Masters.

Developmental 1 Program

Developmental 1 is a program for athletes between the ages of 10 and 13 who have completed at least one season of the BBI Junior Olympic Program within the past year and are selected by the Developmental Coach. This team practices twice a week during the school-year and three times per week during the summer. This program is a great choice for athletes who are interested in paddling after the BBI season is over but are either too young or just not yet ready for the full-time commitment of the Developmental 2 program. During practices, the athletes on this team will be encouraged to try more challenging boats, improve paddling technique, develop a higher level of general fitness, and have fun on the water. Generally, after about 4 months in this program, athletes will be encouraged to advance to the Developmental 2 program in order to continue their improvement. All equipment is provided by LCKC.

Developmental 2 Program

The Developmental 2 Program is open to athletes between the ages of 10 and 15 who have completed at least one season of the BBI Junior Olympic Program within the past year and athletes who are already on the Developmental 1 team. This team practices 4 times per week during the school year and 5-6 times per week during the summer. These athletes are more serious about their commitment to train and compete in the sport of flatwater sprint canoe/kayak. In addition to paddling, athletes participate in age-appropriate weight training and other cross-training activities. While the individual goals of athletes on this team may vary, the common goal they all should share is to improve their balance, technique, and speed on the water for the purposes of racing and eventually advancing to the High Performance group. For some athletes progressing to that level may only take months, while for others, especially younger athletes, it may take years. Progression is determined by criteria that has been pre-established by the Developmental and High Performance coaches and is encouraged to take place by the time the athlete is 16 years-old.

High Performance 1 Program

The High Performance 1 Program continues to refine paddling technique, focusing on the continued development of sport specific endurance, strength, and speed. Athletes in this program compete locally, nationally and internationally. Athletes strive to represent the USA internationally at the Junior and Senior World Championships, Pan American Canoe Championships, and the Olympic Games. High Performance 1 Program trains 10 times per week in the fall and winter, and 14 times per week in the spring and summer.

High Performance 2 Program

The High Performance 2 Program continues with more focus on the Highest Level of the sport: This Program includes senior athletes and selected juniors athletes, based on performance and achievement of goals and standards. Athletes strive to represent the USA internationally at the Senior World Championships, World Cups, Pan American Canoe Championships, and the Olympic Games. High Performance 2 Program trains 10 times per week in the fall and winter, and 14 times per week in the spring and summer. Athletes in High Performance 2 Program receive more personal coaching and different training program.

Other factors, such as, attendance, behavior, attitude and age will also be considered by coaches when advancing athletes through the LCKC Program.

Masters

The Masters Competitive program begins at age 25. The focus of this program is on developing and improving balance, paddling technique, and specific racing skills. The

program encourages a healthy lifestyle through physical activity; aerobic, weights and body weight exercises as well as paddling. The coaches work with individual master athletes to help them achieve personal goals. Whether your goal is to race on a local, national, or international level or not race at all, the Masters Program accommodates everyone. This group practices 3 times a week. Must be 30 years of age to compete at Masters Nationals.

Dragon Boat Membership

The 2,000 year old sport of Dragon Boat paddling is both an entry level activity and high-performance racing. That means literally almost anyone can do it! Dragon Boat racing offers people of most ages an opportunity to aspire to a higher level of competitiveness, fitness and teamwork. 20 or 10 people, working hard, in harmony, as one, sharing a goal. Lanier Dragon Boat also offers racing opportunities locally, regionally and has a goal of helping members attend World Championships. LCKC hosts USAC/K National team camps and trials for the United States National Dragon Boat Team, Dragon Boat USA, the 2014 ICF World Champions.

Dragon Boat Membership structure follows the same guidelines as Sprint Membership. There are three, four month sessions per year and registration is required. Dragon Boat Members have access to the boathouse only during scheduled Dragon Boat Practice and do not have access to the club's canoes, kayaks or SUP.

LCKC Training/Practice Session

LCKC Coaches are responsible for the instruction and safety of their athletes while at the boathouse. For this reason only registered LCKC members or athlete guest who have properly registered and paid to join the group for training are allowed at any training/practice session. Only athletes who are able to participate in the training should come to the boathouse. Underage athletes cannot be left in the boathouse unsupervised while the team does their workouts. No guest, i.e. press, visiting coaches, etc. should ever be arranged without the knowledge and approval of the coach.

Non Resident Membership

This option is for sprint athletes who live in another area of Georgia or are out-of-state but wish to receive LCKC Training Plans, attend LCKC Training Camps, and race for LCKC. Membership includes three weeks of training. Additional weeks of training are available for an additional charge.

Recreational Membership

Recreational members must be 21 years of age and may only use the LCKC recreation (plastic) boats and Stand Up Paddle Boards (SUP) This membership allows you access to boathouse during open hours and LCKC activities. Paddles, recreational boats, and life

jackets are provided. While Recreational equipment is more durable and the boats more stable, this equipment still requires care and respect. No boat storage is provided but is available for an additional fee. Individual and family memberships are available but must be 21 or accompanied by parent. Family memberships include four members of immediate family. Additional members of immediate family may be included for an additional fee. Immediate family is defined as parent and child under the age of 21.

GUEST

LCKC wishes to promote membership and introduction to the sport through guest privileges. An individual may visit the club and use the club boats up to three (3) times without signing a membership agreement and paying dues. However, all guests must sign a waiver before they are permitted to engage in any activity at LCKC.

Non Member Training

Non LCKC members who wish to visit and train with the team may do so for a fee. Arrangements must be made in advance with the LCKC Staff.

Athletes who are members of and train with LCKC must travel with and race for LCKC at the National Championships and any other competitions and training camps.

Membership Payment Policy

New Members as of April, 2011 are required to pay by recurring credit card transaction on the first day of the month. Member may choose date between 1st and 15th for payment to process on their account. Members prior to this time may continue to pay by cash or check but payments are considered late and subject to a \$15.00 late fee on the 15th of the month. Return check fees are \$25.00. Athlete accounts must be current and trip fees must be paid in full to travel or race with the team.

Suspension or Termination of Membership

An athlete or member may be suspended or terminated from LCKC for disciplinary or financial issues (See Appendix 2, 3 and 4). Member of the LCKC are encouraged to follow the principles found the “ASPIRE” document (See Appendix 1). Failure to uphold these principles can be harmful to the individual, club and sport.

Membership Communication

The LCKC e-mail group is a list for members only. This e-mail group is the communication tool most widely used by the club staff and Board to communicate with the members. E-mails concerning practice, events, trips and general club and sport information are sent through this e-mail group. New members are added to the group when they join LCKC. Each training group and recreational members have individual

email groups that Coaches and Administrators may communicate issues that are for that individual group only.

LCKC Annual Meeting

The Annual Meeting and Awards Dinner is held in December of each year. The election for the following year Board of Directors takes place at this meeting. Athlete and Service Awards are presented at this meeting. All members and families are encouraged to attend.

Lanier Canoe and Kayak Programs

LCKC offers many opportunities throughout each year for local, national, and international competitions as well as recreational programs. We have one of the best facilities, programs, events, equipment and coaching staff in the United States. This document includes the code of conduct for membership at the Lanier Canoe & Kayak Club. Your membership in the club can be revoked at any time for serious disciplinary infractions or for nonpayment of your financial obligations.

Paddles and boats are provided for each of the programs. LCKC will also provide Personal Flotation Devices for all participants. All Developmental athletes are required to pass a swim test. A life jacket waiver must be signed by the parent and on file in the LCKC office if your child is permitted go on the water without a Personal Flotation Device.

LCKC Jr. Olympic Program

The **LCKC Jr. Olympic Program** is an introduction to the Olympic discipline of sprint canoe and kayak racing. The program is offered in the spring and in the fall each year. The **LCKC Jr. Olympic Program** introduces the participants to the sprint canoes, kayaks and dragon boats. Each participant will be part of a team of up to 20 children, ages 10 to 15. Participants will learn the fundamentals of the sport, building the foundation for future success as a sprint canoe and kayak racers.

The **LCKC Jr. Olympic Program** includes two practices a week for six weeks under the direction of a **LCKC Jr. Olympic Program** coach. There is also the opportunity to compete in two racing events during the program. The **LCKC Jr. Olympic Program** is often the first step in an athlete's journey to achieving their personal best in the sport of sprint canoe and kayak. Whether their goal is to have fun, fitness, or representing the United States on a National Team, this is a great place to start. The **LCKC Jr. Olympic Program** is sponsored by BBI Spreaders.

Summer Day Camp

The LCKC Summer Day Camp is a great way to introduce the sport of canoe and kayak to kids aged 7 to 14. Our knowledgeable staff will teach the skills necessary to paddle both canoes and kayaks. All activities focus on the three F's: FUN, FITNESS and

FRIENDSHIP. Campers will learn to paddle canoes and kayaks, as well as take part in other activities such as swimming, crafts, and “Barge Day.”

Adult Learn to Kayak Program

The program includes six hours of instruction, during which participants will learn basic paddling skills, water safety, and gain exposure to many different types of boats. The sessions will be taught in a relaxed, fun atmosphere that stresses the enjoyment of the lake in a healthy, environmentally friendly way. The Adult Learn to Kayak Program is offered from spring through early fall.

Moonlight Paddle

What better way to enjoy the lake than in the Moonlight? The Friday evening of every full moon from May through October the Lanier Canoe and Kayak Club will host a Moonlight Paddle. A qualified instructor will lead the group paddles. This is an excellent opportunity to get a different look at the Lake Lanier Olympic Venue. Come out and enjoy the camaraderie and tranquil scenery. Equipment is available on first come; first serve basis and reservations are not accepted. All participants are required to wear a personal flotation device.

Equipment owned by LCKC

Non-motorized Boat Equipment (Canoes, Kayaks, Dragon Boats, Stand Up Paddleboards)

The original equipment that was donated to the Lanier Canoe & Kayak Club came from the 1996 Atlanta Olympic Games and its legacy. Through the years, the LCKC Board has purchased additional boats as needed (and the funds were available). Though a boat should last a lifetime, our fleet has been well-loved and used. In 2013, a new fleet of boats was purchased with the support of a group of sponsors. The current fleet of boats includes a mix of beginner boats to competitive sprint boats.

Motorized Boat Equipment

A fleet of john boats with motors is owned by LCKC for use by coaching staff and trained volunteers. It is necessary to keep a log on each of the motors. This log is kept by the staff. All motorized equipment is to be used by authorized personnel only.

Office Equipment

Includes the furniture and fixtures used in the LCKC office, service building and tower. The computers are for staff and event personnel use only.

Regatta/Event Equipment

Includes the items necessary to run an event. Tents, life jackets, paddles, signage, safety vests, FinishLynx Finish System (another 1996 legacy). Tools for the boat control area.

Boathouse Equipment

Weight Room exercise equipment. All exercise equipment should only be used while under the supervision of a trained member of staff.

When using any of LCKC equipment:

All equipment should be treated with respect and care.

Equipment should be used by only those who have received proper training on it.

Exercise equipment will be used only with an adult (coach) supervisor.

If you use a piece of equipment, put it back in its place.

All LCKC boats need at least two people to haul them back and forth from the docks.

Team boats (2 and 4 person boats) need to be carried properly to avoid breakage.

Other Services Provided by LCKC

Canoe, Kayak, SUP and Pedal Boat Rentals

Canoe/Kayak, SUP and Pedal Boat rentals are available on Saturday and Sunday afternoons May through October. Rental equipment is available on a first come, first serve basis. We have single and double kayaks, canoes, SUP, and Pedal boats for rent. The attendant on duty will assist you in choosing a boat, paddle and life jacket. If you are new to paddling the staff can also give you some basic tips to help you get started and have a safe and enjoyable paddle on the lake. Group rates are available and if desired an instructor will lead tours. For price and availability contact the Lanier Canoe Kayak Club Office.

Dragon Boat Rentals

The dragon boats can also be rented for special events for team building and recreational activities. For more information please contact the Lanier Canoe and Kayak Club Office.

Boat Storage

Boat storage is available to LCKC sprint and recreational members only. Boat storage for one boat is included in sprint membership.. Boat storage rental for members with recreational boats or additional sprint boats are available for a fee if space is available. **LCKC does not have insurance for personal boats stored in the boat house.** You will be responsible to provide your own insurance.

It is the responsibility of the member to notify the LCKC Office Administrator when storing a boat at LCKC. You will be given a membership sticker for your boat and it is your responsibility to make sure that you have a readable membership sticker on your personal boat at all times.

Lockers Rentals

Lockers are available to rent from the Lake Lanier Olympic Venue for \$25.00 a year

LCKC Events and Trips

Events sponsored by LCKC

Lanier Canoe and Kayak Club host several events throughout the year. Some of these events such as the Hong Kong Dragon Boat Festival and the Polar Bear Swim are fund raisers for the club. LCKC has been host to numerous National Championships, the 2003 World Championships and World Cup events. The Lake Lanier Olympic Venue continues to be one of the best venues in North America for canoe and kayak events due to our natural course and the dedication of the club members and local citizens.

USA Canoe/Kayak Membership

The USA Canoe/Kayak is the national governing body for sprint canoe and kayak events. All sprint athletes are required to be a member of USA Canoe and Kayak in order to train and participate in events at the Lake Lanier Olympic Venue and in other venues around the country. Memberships are available on an annual basis at www.usack.org.

Trips

There are various trips held throughout the year including training camps and competitions. Traveling with the club is a privilege not a right. All athletes must be in good standing with the club in order to travel with the team. Accounts must be current and all trip fees paid prior to leaving on the trip. Coaches will determine which athletes are appropriate for each trip. There is no club funding for these trips. All trip cost must be paid by the members. Medical insurance is required to travel with the club. A copy of member's current insurance card must be provided with trip forms for each trip. All members are required to sign the LCKC Travel Code of Conduct. The Travel Code of Conduct is included in this document (See Appendix 2). Any serious violation of LCKC Travel Code of Conduct will result in disciplinary action including immediate suspension leading to expulsion. If the athlete is suspended, the athlete will be sent home immediately and will be responsible for all travel cost.

USA Canoe/Kayak National Championships

The National Championships is the premier event held each summer, usually in late July or August. This is the competition that athletes train for all year and everyone is encouraged to participate.

Facility Guidelines

The Lake Lanier Olympic Venue was built for the 1996 Atlanta Olympic Games for Rowing and Sprint Canoe/Kayak events. The facility was built and paid for by the Atlanta Committee for the Olympic Games and given to the City of Gainesville and Hall County. The local governments lease the facility to Gainesville-Hall '96, who lease space to the Lanier Canoe and Kayak Club. In order to keep the facility safe and in the best possible condition, we ask each member and guests to follow the recommendations below:

If you are the last one in the facility please turn off the lights and lock the doors and gates.

- Pick up after yourself.
- Do not share the boathouse lock combination with anyone under the age of 21.
- Athletes under the age of 21 can only be at the facility during scheduled training sessions and supervised events. The only exceptions to this rule are when working for a club function or training with a parent or older sibling.
- Do not drive or park on the boat apron unless you are delivering equipment.
- Athletes are **not** allowed to park their vehicles inside the fenced area.

LCKC INCLEMENT WEATHER POLICY

Safety while at LCKC and traveling to and from LCKC is a top priority for the LCKC Staff and Board of Directors. There are weather situations from time to time that will necessitate canceling activities. These situations may be, but not limited to unsafe road conditions, due to ice or snow, or tornadic conditions that will make it unsafe to travel. Also, there could be a time when athletes may be held at practice if conditions are unsafe to travel.

While LCKC will tend to follow the closing of Hall County School system, this may not always be the case. Decisions to cancel practice will be made by the current President, or in his/her absence the President-elect or the Executive Committee. LCKC will never cancel just one training level, but if cancellations are deemed in the best interest of LCKC will be canceled for all. Coaches may communicate with athletes regarding workouts they may do at home, but coaches do not make the decision to cancel or resume opening of LCKC. This will also include any sessions that are held off site.

Cancellations notices will be sent out via email to the membership by the Office Administrator and posted on the LCKC Facebook page.

Safety and Security

For athletes under the age of 21 if you are late for practice and the group has left the boathouse, do not try to catch up on the lake alone. You should either leave the facility if you are driving, or go to the office and wait for your parents. The combination to the downstairs door is only to be given to sprint members over the age of 21. It is the responsibility of any person using the combination door to make sure it is secured upon leaving the boathouse. Coaches should make sure that all bay doors and side door are

secured before leaving. The front doors should be locked by the last person in the boathouse. If in doubt, lock anyway. The safety of all athletes while at practice is the responsibility of their coach. Athletes waiting to be picked up by parents should stay inside the fenced area and not venture into the public park.

Lost and Found

There is a lost and found box for items left at the boathouse. The box will periodically be cleaned out and items donated to Goodwill.

Restroom and Shower Area

No personal items are to be left in the restroom or shower area. This is a shared facility which also is rented out to groups from time to time and is accessible by the public during open hours. Gainesville-Hall'96, Lanier Canoe & Kayak Club, and Lake Lanier Rowing Club are not responsible for any lost or stolen items left in the restrooms

Boathouse Cleanliness

It is the responsibility of every athlete to help keep the boathouse clean. Trash should always be thrown away immediately, or recycled as appropriate. After use of any club equipment (e.g. weight room free weights, tools, ropes), it should be returned to it's storage place. The downstairs should be swept/vacuumed weekly, including the weight room area (this duty will be divided between the athletes at the discretion of the coaches).

Motor Boat Usage

- You must be 18 years or older, or current LCKC staff on duty at the time, to use one of the clubs motor boats, and must have proper identification with you while on the water.
- Prior to usage you must log which motor boat you will be taking. A LOG sheet will be kept downstairs for convenience.
- This log will be used to determine overall usage of each motor boat, so preventative maintenance can be performed as appropriate.
- Always take life-vest) and a paddle when going out.
- When refilling gas tanks, the marine fuel additive must be used or use non ethanol gas
- Only LCKC coaches and staff are authorized to refill the gas tanks.
- Do not start the boat while it is fully on the dock. This usually results in the motor not being able to cool itself and leads to early failure of the water impeller.
- While in use, always be alert to the "tell tale" water outlet. If this fails, shut off the motor immediately and paddle the boat back to the boathouse.
- Always obey Georgia Boating Laws and Regulations.
 - All children under 13 years old must wear a personal flotation device (PFD) when aboard a moving vessel. Anyone born after January 1, 1998 who operates a motorized vessel must complete a boating education course approved by DNR prior to operation of vessel.
 - **100-Foot Law:** Prohibits people from operating any vessel at a speed greater than idle speed within 100 feet of any vessel which is moored, anchored or

adrift outside normal traffic channels, or within 100 feet of any wharf, dock, pier, piling, bridge structure or abutment, person in the water, or shoreline of any residence or public use area. It is also illegal for watercraft operators to jump the wake of another vessel within 100 feet. This law has been in effect, but is still commonly violated by boat and watercraft operators on Georgia waters.

Appendix 1: ASPIRE

ATTITUDE:

- I will always be on time to all team scheduled events and practices.
- I will respect my coaches and team helpers by doing what I'm asked, when I'm asked (or discuss an appropriate alternative in a positive fashion).
- I will find the positive in all situations, be positive towards all teammates and anyone I meet. I will not participate in undermining backchat or develop any negative feelings or responses.
- I will enjoy being a representative of myself, my family, my community and a great club.

SPORTSMANSHIP:

- I will behave on and off the water like the champion I am by encouraging others, always doing my best in every race, controlling my emotions if things don't go my way, being very understanding of all volunteers and officials, knowing where and when I must be at all times.
- Cheering and enjoying the achievements of myself and others.

PERSEVERENCE:

- I will keep my attitude and my relationships with others positive. If I'm unhappy or struggling in any way I will ask for help to ensure my personal enjoyment and that of those around me.

INDIVIDUALS:

- I will be understanding of the individual needs and ways of others around me.
- I will try to enhance the enjoyment of the sport for all by being aware of other individuals.

RESPECT:

- I will respect the guidelines set down for the club to ensure everyone's safety and enjoyment.
- I will respect all decisions made by the race officials (with a smile).
- I will respect others' preparation needs.
- I will respect the coach's requests.

ENJOYMENT AND EMOTIONAL DEVELOPMENT:

- I will find ways to make this a great club for all concerned and be understanding of the different levels of emotional development amongst our group.
- I will do my best and make the most of the experience offered to me!

Appendix 2: Code of Conduct

The Lanier Canoe & Kayak Club offers excellent opportunity to our membership. We have one of the best facilities, in the United States as well as programs, events, equipment and coaching staff. This document describes the code of conduct for membership at the Lanier Canoe and Kayak Club. Your participation in the club can be revoked at any time for serious disciplinary infractions or for non payment of your financial obligations. Coaches, staff, trip leaders and board members can make on site disciplinary decisions including up to one week suspension. Further disciplinary measures will be determined by the Judiciary Committee (See Appendix 5 and the LCKC bylaws).

LCKC members are expected to exhibit the highest-level of sportsmanship and conduct themselves as an ambassador for our community and our country.

ALL LCKC Athletes and those guest training with the team shall be required to wear a Personal Flotation Device November 15 - March 1 and at all other times at the coach's discretion. Failure to abide by this rule will result in disciplinary action as referred to in Appendix 5.

LCKC members can only use personal equipment, equipment they have been given written permission by the owner to use or club equipment by permission of the head coach. Parts should never be removed from a personal boat without permission.

The Coaches will make all competition related decisions as well as decisions as to the appropriate training group for each athlete.

Parents and athletes are expected to support LCKC at home and in the community. Any issues should be addressed through proper channels: staff, then to the board without demeaning any individual or the club as a whole.

LCKC Racing equipment is expensive and fragile. Club racing boats are only used with permission of the coaches. Boats should never be placed hull side down on a surface. This scratches the racing surface and slows the boat. Boats should NEVER be dropped, bumped or scraped against anything. Flipping, standing on the bottom or seats, and getting into a boat other than from a dock will damage the boats. Boat numbers must be returned to the club boat number box when finished with races or time trials. Boat numbers cost \$3 to \$5 each. We would rather use funds for things other than replacing missing numbers.

Inexperienced paddlers must learn in our older boats. Athletes cannot progress to the advanced, faster boats until they are stable and are competent in their current boat.

Appendix 3: LCKC Travel Code of Conduct

This document describes the code of conduct for LCKC trips. The LCKC Coaches will make all competition related decisions. Final decisions on any disciplinary action will be made by the Trip Leader on the tour. This agreement must be signed by parents and athletes and returned to LCKC before departure.

You are taking this tour at your own risk. You are expected to attend parent meetings and speak up if you have concerns. As you sign this, you are agreeing to the terms and supervision set up for this trip. We encourage parents to assist with the organization and chaperoning of all LCKC activities. Background checks are required of all adults who assist. Medical insurance is required to travel with the team. If you are taking a personal boat on the trip please make sure you have it insured as a rider on your homeowners or auto insurance. LCKC does not provide insurance for personal boats on the road or in the boathouse. All trip and membership fees must be paid in full prior to departure. Please contact your coach or the office if you have questions.

Behavior

- LCKC team members are expected to exhibit the highest level of sportsmanship and conduct themselves as an ambassador for our community, club and country.
- The use of alcohol, cigarettes, chew or any other illegal drugs will not be tolerated
- All participants will observe curfew – be in your room with lights out.
- Participants will respect chaperones, coaches, and athletes regarding:
 - ❖ Choice of language
 - ❖ Privacy
 - ❖ Punctuality
 - ❖ Property

Traveling

No one may leave the tour group with local families or friends without permission. We encourage new friendships; however no individual invitations to go out may be accepted without written approval from the trip leader.

- Visits between friends will be enjoyed in visiting areas – not individual rooms.
- There will be no tolerance of opposite sex visiting in rooms.
- All athletes are required to stay together as a team.

Meals

- Athletes must eat regular meals (breakfast, lunch and dinner).
- The coach or trip leader will arrange group meals

PDA

Public Display of Affection is inappropriate. You are expected to conduct yourself as if you are in a professional environment. Co-ed teams and travel require that no one should be able to tell that you have romantic interests in another individual while you are participating in any club activity.

Gross Misbehavior

Any severe violation of these tour rules will result in disciplinary action. The athlete may be sent home immediately at their expense.

Participation

Everyone is expected to participate as a team regarding all team activities including the following:

- Competitions
- Boat loading and preparation
- Clean up

I have read the LCKC Code of Conduct and agree to comply with the rules. My child has permission to travel with LCKC as communicated to me by the Lanier Canoe & Kayak Club, Inc.

Athlete Signature	Date	Parent of Athlete Signature	Date
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Athlete attire will be supervised by the coaches and any inappropriate attire will be immediately corrected. Athletes should always be respectful of others when choosing their paddling and workout attire. Male athletes are always required to wear a shirt when competing at LCKC or elsewhere. Male athletes should also always wear a shirt when training away from LCKC. If a Board Member observes an athlete with inappropriate attire they will call this to the attention of the coach immediately.

Appendix 5: Discipline Policy

An athlete or member may be suspended or terminated from LCKC for disciplinary or financial issues.

Special Offenses

Lanier Canoe and Kayak Club members are expected to maintain the highest levels of behavior for sportsmanship and representation of our community. Unsportsmanlike, disrespectful or unlawful behavior, fighting, sexual harassment or public-display-of-affection at LCKC will not be tolerated and are grounds for immediate suspension and expulsion. Athletes who are involved with alcohol, weapons, drugs, illegal activities or influence are subject to possible immediate expulsion based on the severity of the activity.

Athletes are responsible for observing safe practices. Any athlete who endangers him or her self or the safety of the team is subject to discipline. This includes coming to practice on time and being prepared to handle rain, wind, heat or cold, bringing appropriate clothing, food and water, care for equipment, and choices of activities after practice.

Penalties

Suspension

Suspension will be based on the assessment of the staff. It may take place as soon as deemed necessary by the supervising staff. If the infraction occurs on a LCKC trip, the athlete may be sent home at their own expense. The athletes and parents are required to sign the LCKC Travel Code of Conduct prior to travel with the club.

Suspension of greater than 1 week will need approval of five board members, and written notification of the board. A meeting will be arranged with the athlete by their coach, a letter will be issued to communicate the athlete's suspension. Program fees during periods of suspension must be maintained if the athlete returns to LCKC.

Expulsion/Termination

Serious conduct violations can result in termination of an athlete's membership privileges to LCKC. Termination can also be precipitated by non-payment of fees. Expulsion requires action of the LCKC Board of Directors. Request for expulsion must be made to the Board of Directors. Once the request for expulsion has been made, the penalized person (or parent/guardian) LCKC will be sent written notification. A decision of a simple majority of the Board must approve each expulsion or propose a resolution of issues.

Appeal of Penalty

Suspension and/or expulsion can be appealed. The penalized person (or parent/guardian) must make written appeal to the Board of Directors for a hearing. The LCKC Board of Directors will schedule a meeting with the penalized person (or parent/guardian) and other appropriate people. The involved parties will meet as scheduled by the board in an attempt to resolve the areas of concern.