



SPECIAL OLYMPICS KENTUCKY ATHLETE HOUSING POLICY

- 1.) **Gender** – Athletes and volunteers may not share a room with an athlete or volunteer of the opposite sex. Exceptions to this issue:
 - a. Married athletes who are both attending the event as members of a registered delegation. (This exception does not apply to the spouse of an athlete who is not participating in the event, but attending solely as a spectator.)
 - b. Married volunteers who are both attending the event as members of a registered delegation. This exception does not apply if one of the volunteers is required to share a room with an athlete (other than the married couple's child), if this scenario will create a situation whereby an athlete is housed with a volunteer of the opposite sex.
 - c. Family members of the opposite sex who serve as a one-to-one chaperone for the related athlete.
 - d. Housing in a facility that has multiple private rooms in addition to living space (such as a condominium or dormitory). Both males and females may be assigned to one condominium, if necessary, but private rooms may not be shared by individuals of the opposite sex. Chaperones must also be housed in the condominium and the chaperone/athlete ratio (as outlined in the supervision section of the policy) must be maintained.
 - e. Use of barracks or other facility (such as a gym) where a large number of individuals are assigned to one room. Athletes and volunteers must be separated as much as possible by gender (for example, females on one side of the gym and males on the other side).
- 2.) **Supervision** - The chaperone/athlete ratio of at least one properly registered chaperone to every four athletes must be maintained during overnight events. Proper supervision can be maintained without having a chaperone present in the room at all times. All chaperones must be Approved Class A Volunteers.
- 3.) **Young Athletes** – Young Athletes events that involve overnight activities require increased supervision and therefore, Young Athletes participants must be accompanied by a properly registered and screened parent, guardian or an individual designated by a parent or guardian at all overnight activities. Rooming assignments for Young Athletes should be separate from the remainder of the delegation.



- 4.) **Parent/Guardian Acknowledgment** – Parent/Guardian signatures must be secured acknowledging the possibility for overnight activities. Signatures/Release will be part of the Athlete Medical Form. Athletes who are legally responsible for themselves are permitted to provide acknowledgment on their own behalf.
- 5.) **Policy Implementation** – Local Programs and Head of Delegations will be responsible for implementing this policy at events.



**SPECIAL OLYMPICS KENTUCKY HOUSING POLICY
BEST PRACTICES**

- 1.) **Rooming Assignments** – If athletes will be sharing a room, following is a list of other items to consider when making room assignments:
 - a. Consider matching athletes based on size, level of maturity, ability and age.
 - b. Assign connecting rooms to those athletes who require additional assistance or supervision if the chaperone will not be in the same room.

- 2.) **Sleeping Arrangements** – Whenever possible, each member of the delegation should be assigned his/her own bed. If bed sharing is required, an athlete may not share a bed with a chaperone unless the chaperone is a parent or sibling of the athlete and has been approved as a Class A volunteer. The following techniques should be considered to help reduce the number of athletes required to share beds:
 - a. Request cots from the facility to increase the number of beds available.
 - b. Use air mattresses to increase the number of beds available (check with facility to ensure there is not a policy against the use of air mattresses).

If bed sharing is required, Delegations may consider having athletes pack sleeping bags and require athletes to sleep in his/her sleeping bag on top of the linens that are provided.

- 3.) **Supervision** - The following includes suggestions for providing athlete housing supervision:
 - a. *Hotels* – Whenever possible, reserve connecting rooms so that chaperones have direct access to the athletes’ room(s). If connecting rooms are not available and the chaperone is in a room separate from the athletes for which he/she is responsible:
 - i. Ensure that the chaperone has a key to the athletes’ room(s)
 - ii. Ensure that the athletes know how to reach the chaperone at all times
 - iii. Consider using hall monitors
 - b. *Dorm* (or other facility with multiple private rooms) – Whenever possible, leave the doors to private rooms open so that chaperones can monitor each room.

- 4.) **Family Members** – Prohibit family members from staying in athlete housing unless the family member is an official member of the registered delegation and is an Approved Class A Volunteer.



**SPECIAL OLYMPICS KENTUCKY
ATHLETE HOUSING POLICY/GUIDELINES**

FREQUENTLY ASKED QUESTIONS

- 1.) Are athletes who are married to each other permitted to share a room if one athlete is competing and the other is volunteering?
 - Yes, as long as both athletes are official members of a registered delegation and the Program's policy includes an exception for married couples. The married athletes would not be permitted to share a room if one of the athletes were not a member of a registered delegation (for example, a spectator at the event).

- 2.) If an athlete is required to have one-to-one supervision at an overnight event due to an incident/action that has falling under the SOKY's Athletes with Criminal Histories and/or Violent and Abusive Behaviors policy, can he or she and the chaperone stay in the same housing accommodations with other members of the delegation?
 - No. The purpose of the one-to-one supervision is to separate the athlete requiring the one-to-one supervision from the delegation for his/her safety and/or the safety of other athletes. Athletes requiring one-to-one supervision will require a separate room. Also, as a reminder, a family member who provides one-to-one supervision for an athlete is considered a volunteer and must be registered and screened and approved as a Class A Volunteer.

- 3.) Can the chaperone/athlete ratio be maintained during sleeping hours without having a chaperone present at all times?
 - Yes, examples include, but are not limited to, the following: 1) Chaperones having access to the rooms they are supervising at all times and having a plan to ensure that athletes are in their assigned rooms; 2) Chaperones staying in connecting rooms; and 3) Chaperones checking on athletes on a regular basis throughout the night and ensuring the athletes know how to reach the chaperone if needed.



ATHLETE HOUSING POLICY/GUIDELINES

CHECKLIST

Following is a checklist that can be used by individuals responsible for making the housing arrangements for overnight events. The checklist is a tool to help ensure compliance with the SOKY Housing Policy.

GENDER

Are individuals separated by gender? Yes No

- If no, one of the following must apply. Check the box or boxes representing the permissible exceptions that apply:

- Married athletes each attending the event in an official capacity are sharing a room
- Married volunteers each attending the event in an official capacity are sharing a room (note: this exception is not permissible if either volunteer is required to share a room with an athlete other than the married couple's child)
- Athlete is sharing a room with a family member who is serving as a one-to-one chaperone for the related athlete (note: housing accommodations for these individuals must be separate from the standard athlete housing arrangements)
- Facility has multiple private rooms (condominium or dormitory) and the procedures as outlined in the U.S. Program's housing policy are being followed
- Housing involves barracks or other facility where a large number of individuals are assigned to one room (note: individuals should be separated by gender to the extent possible)

SUPERVISION

Housing plan ensures chaperone/athlete ratio of at least one properly registered chaperone to every four athletes is maintained? Yes No

- If no, housing plan must be revised accordingly