



EBFC Travel Policy

1. Purpose

The purpose of this travel policy is to ensure the safety, well-being, and organization of all participants during travel related to Emerald Boxing and Fitness Club activities. This policy aims to establish guidelines and procedures to ensure safety, manage costs, and streamline travel processes, as well as minimize risks and promote a positive experience for all involved.

2. Scope

This policy applies to all boxers, coaches, officials, volunteers, and any other individuals travelling on behalf of the Emerald Boxing and Fitness Club for competitions, training camps, or other sanctioned events.

3. Eligibility

Travel may be authorized for:

- Athletes competing in sanctioned events, including Juniors.
- Coaches accompanying athletes to competitions.
- Committee Members and Coaches attending conferences or workshops relevant to club activities.

4. Travel Arrangements

Booking: All travel arrangements (flights, accommodations, ground transportation) will be coordinated by designated club personnel or approved travel agents.

Accommodations: Participants will stay in accommodations approved by the club, emphasizing safety, proximity to event venues, and appropriateness for junior athletes.

5. Travel Expenses

Funded expenses include airfare, accommodation, ground transportation. No meal allowance will be covered.

Club credit cards or prepaid cards may be issued for expenses, subject to approval.

Procedure for using club card to pay for fuel in private vehicle when travelling to/from EBFC activities:

1. Refill fuel tank to FULL prior to departure – *at own expense* – retain receipt.
2. Travel to activity and return.
3. Refill fuel tank to FULL upon arrival – *using club card* – retain receipt.
4. Submit BOTH receipts for record-keeping.

(Should the distance of the trip require a refuel prior to the return trip do so, using the club card and retain the receipt.)

6. Code of Conduct

Behaviour: Junior boxers are expected to uphold the highest standards of behaviour and sportsmanship at all times.

Alcohol/Drugs: Consumption of alcohol or use of illegal substances is strictly prohibited for Junior boxers.

7. Safety and Supervision

Supervision: Coaches will provide appropriate supervision during all aspects of travel, ensuring Junior boxers are accounted for and safe.

Emergency Procedures: Detailed emergency contact information will be provided to all participants. Coaches will be trained in emergency response procedures.

8. Health and Well-being

Medical Considerations: All participants must disclose any medical conditions or allergies. Coaches will carry necessary medical information and supplies.

Nutrition: Healthy eating habits will be encouraged, with an emphasis on proper hydration and balanced meals.

9. Responsibilities

Athletes and staff are responsible for adhering to the travel policy.

Coaches and supervisors must ensure the well-being of Junior athletes at all times.

Any incidents or issues must be promptly reported to the club management.

10. Insurance

Additional insurance may be provided by the club for specific events.

11. Compliance

Compliance with Laws: All participants must comply with local, national, and international laws during travel.

Club Rules: Failure to comply with club rules or this travel policy may result in disciplinary action, including exclusion from future club activities.

Any deviations or exceptions must be approved in advance.

12. Review and Updates

This policy will be reviewed annually to ensure relevance and effectiveness, with the first review being undertaken after six (6) months.

Updates may be made as necessary with input from club management and stakeholders.

13. Acknowledgment

All participants (junior boxers, coaches, officials, volunteers) and their parents/guardians must acknowledge receipt and understanding of this travel policy. Acknowledgement and Consent covering any and all day trips relating to club activities will be updated annually. Details of individual day trips will be available prior to travel and specific consent gained in person (coach to parent/guardian). No Junior boxer will be transported anywhere without parental knowledge and consent. Documentation of trip participants will be kept. More detailed Individual Travel Consent Forms must be signed prior to any club-related overnight travel.

14. Approval

This travel policy was approved at the General Meeting of EBFC on 20th August 2024.

Date for review 20th February 2025.

Acknowledgement and Consent

Participant Name:

Date of Birth:

Address:

Phone Number:

Email Address:

Emergency Contact Name:

Emergency Contact Phone Number:

Relationship to Participant:

Activity Description:

Participation in Boxing Training, Development Days and Competitions at venues outside of Emerald Boxing and Fitness Club, including travel by road. Venues include, but are not limited to Blackwater, Rockhampton, Dysart, Middlemount and Clermont. For overnight trips more detailed individual Consent Forms will be used.

Medical Information:

Please list any medical conditions or allergies that the club organizers should be aware of:

Acknowledgement of Risks:

1. The Participant acknowledges that they are voluntarily participating in the above-mentioned sporting activity/trip, and that this activity involves certain risks and dangers.
2. The Participant is aware that these risks may result in serious injury, disability, or death and they voluntarily assume all risks associated with their participation.

3. The Participant assumes all risk and responsibility of any injury arising from their participation in the above-mentioned sporting activity/trip.

Waiver and Release:

I also agree that in the event that I am injured or suffer damage, I will bring NO claim, legal or otherwise against "Emerald Boxing & Fitness Club Inc", its staff or families in respect of that injury or damage.

Indemnification:

I further agree to indemnify and hold harmless the released parties from any loss, liability, damage, or costs that they may incur due to my participation in the activity, whether caused by their negligence or otherwise.

Medical Treatment Authorisation:

I authorise "Emerald Boxing & Fitness Club Inc" and its representatives to consent to any emergency medical treatment or hospital care that may be necessary for me as a result of any injury or illness during my participation in this activity, if I am unable to consent to such treatment myself.

Photographic Release:

I grant "Emerald Boxing & Fitness Club Inc" the right to take photographs and/or video of me in connection with this activity. I authorize "Emerald Boxing & Fitness Club Inc" to use and publish these images in print and/or electronically for promotional, educational, or other purposes that support the mission of the organization.

I have read and understand the EBFC Travel Policy and agree to abide by it.

I have read and understand this document and know signing it affects my legal rights.

Participants' Signature:

Date: _____

Parent's/Guardian's Signature:
(If the Participant is under 18 years of age)

Date: _____

Travel Consent Form – for individual trip [Template]

I, [Parent/Guardian Name], parent/guardian of [Child's Name], give my consent for my child to participate in the Emerald Boxing & Fitness Club travel event to [Destination] from [Departure Date] to [Return Date].

Details of Travel:

Destination: [Destination]

Reason for Travel: [Event Name]

Dates of Travel: [Departure Date] to [Return Date]

Mode of Transportation: [Specify if applicable, e.g., bus, car, etc.]

Accommodation: [Name of accommodation]

Emergency Contact Information:

Name: [Parent/Guardian Name]

Relationship to Child: [Parent/Guardian]

Phone Number: [Phone Number]

Email: [Email Address]

Name: [Parent/Guardian Name]

Relationship to Child: [Parent/Guardian]

Phone Number: [Phone Number]

Email: [Email Address]

Medical Information:

Please list any medical conditions or allergies that the club organisers should be aware of: [Medical Conditions/Allergies]

Parent/Guardian Signature: _____

Date: _____