



TROIJAN GYMNASTIC CLUB

Trojan Gymnastic Club Travel Policy

Transport Guidelines

There is extra responsibility on staff when they transport young people to events.

Staff/Parents/Adults should:

- Ensure that there is adequate insurance cover on their car and follow the rules of the road, including legal use of seat belts and booster seats when required.
- Not carry more than the permitted number of passengers.
- Avoid being alone with one young person.
- Put passengers in the back seat.
- Have central drop off locations.
- Clearly state times of pick-up and drop off.
- Parents/Guardians should check with their child/ren about the plans and be happy with the transport arrangements.

Hosting

The club doesn't engage in hosting another club or our members being hosted by another club.

Gymnastics Away/Overnight Trips Guidelines

There are 2 instances when the club are involved in away trips involving children or young people

1. The events team may include junior coaches/leaders that are aged between 16 and 18 - for the day or overnight.
2. Coaching courses /assessments where the coach is required to bring gymnasts in order to demonstrate their coaching skill - for the day or overnight

This policy applies to all Nadia Gym members who are involved in arranging or participating in a residential activity/event or travelling to a one day event.

Making arrangements for the proper supervision of young people is one of the most effective ways of minimising opportunities for young people to suffer harm of any kind whilst in your care. In order to minimise these opportunities the following will be adhered to: The welfare and safety of the young people is paramount at all times during any trip.

- Where one coach/leader or child under 18 years of age is travelling, two adult members should accompany them.
- Where there is a group of mixed U18 leader/ coach /children there must be adult members of each sex.
- Parental consent must be obtained in writing for u18 leader /coaches /children to attend an event

A detailed trip programme should be approved by the clubs senior management team and the events team and issued to the participants Parents/Guardians.

Trip programme will include:

1. A definition of the roles and responsibilities of the Officials in charge
2. Name(s) of events team(s)



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3. Who will hold all official travel documentation (medical information, contact details of parents/guardians, tickets...
4. A time schedule of departure/arrival
5. Transport details
6. A code of conduct/ground rules for the trip/event
7. Full details of accommodation being provided on the trip.
(Adults should not share rooms with children, children share rooms with those of the same age and gender and adults should knock before entering rooms)
8. A children's officer will be appointed for the trip/event
9. Young people will be given opportunities to contact Parents/Guardians when away
10. All Officials/Coaches in charge will have taken the Child Protection Basic Awareness course within the previous 3 years
11. All group socialisation will take place in communal areas (i.e. no boys in girls' rooms & vice versa)
12. A FAR will be on the trip and First Aid kit brought
13. Young people will be supervised at all times
14. Young people must respect the authority of the Officials/Coaches and abide by the code of conduct
15. Alcoholic drinks and smoking will be avoided in the presence of children.
16. Use of illegal substances will NEVER be undertaken
17. 'lights out' times will be enforced
18. The Code of Ethics & Good Practice for Youth Sport in Gymnastics Ireland will be followed and implemented where necessary to safeguard and care for all young gymnasts attending the event