



YOUTH RUGBY TOUR CHECKLIST #5

CLUB			
Age Group:		Tour Venue:	
Date of Tour:		Tour Manager:	
Section	Requirement	Confirmation	
1. Approval and Permissions			
CB Approval	Approved by NLD CB for tour participation	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
Host Union Approval (Including overseas)	Approved by Host Union	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
RFU Touring Document	I have read and understand the RFU document " TRIPS TOURS AND OVERNIGHT STAYS " and will uphold all responsibilities contained therein	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
2. Tour Staff and Safeguarding			
Child Protection and Safeguarding Briefing	All tour staff briefed on child protection and safeguarding responsibilities per RFU document TRIPS TOURS AND OVERNIGHT STAYS <small>*Additional information: Safeguarding - Information for Parents and Volunteers</small>	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
Tour Staff Vetting	All staff listed below have completed RFU-required vetting, and hold a current RFU DBS certificate (Include name held on GMS)	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
3. Codes of Conduct			
Codes of Conduct Awareness	Parents, players, and staff are informed of expected Codes of Conduct during the tour (link)	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
4. Supervision Ratios			
Supervision	Adequate supervision of players during the Tour (minimum ratio 1:10, working ratio 1:5)	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
Number of Players Attending	Total number of players on tour:		
5. Emergency Procedures and Insurance			
Risk Assessment and Emergency Plans	Covers first aid, accommodation arrangements, child welfare, transportation, travel, and venue risk assessments (copy sent to NLD)	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
Insurance Coverage	There has been appropriate consideration of insurances (for non-rugby activities, public, civil and personal liability, legal, medical (EHIC/GHIC if in EEC) travel (baggage, money, curtailment/cancellation – esp. if overseas) and repatriation costs	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
6. Parental Consent and Medical Forms			
Parental Consent	All parents/carers have signed consent and provided medical information for players on tour	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
7. Emergency Contact Details			
Emergency Contact	Details provided to a designated home contact person (DBS-checked) who is a recognised member of the organisation	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
Name of Home Contact	Name:		
Signed: (Club Safeguarding Officer):		Date:	

The Tour Manager must sign off all boxes above and return to Club Safeguarding Officer before tour start date.

This checklist should accompany or follow the **INITIAL Tour Application #1**

For advice on Youth Tours, contact safeguarding@ndrfu.co.uk