

Trips Away With Children & Vulnerable Adults - Guidelines for Responsible Adults (Coaches & Officials)

1. You have an ethical 'duty of care' as well as a legal responsibility under the Children Act for the safety and well-being of the children at all times.
Do not take your responsibility lightly. You are not on holiday, but on duty 24 hours a day.
2. Responsible adults must have been vetted according to standard current practice, and should ensure that they are fully aware of the WRU Child Protection Policy. Adults should be aware of, and abide by, the relevant Code of Conduct.
3. Disciplinary measures may at times be necessary, and such procedures must be conducted with fairness. Firm guidelines for behaviour, curfews, rendezvous times, etc. must be laid down clearly to the participants, so that they know what is expected of them at all times.
4. Participants and parents should have read and signed the relevant Code of Conduct and consent forms for the trip.
5. Be aware at all times of possible tensions within the group. Rugby is a competitive sport which may lead to jealousies and or bullying.
6. A staffing ratio of adults to participants of 1:8 is suggested as an acceptable provision, with two as a minimum requirement. If there are participants of both sexes on the trip, the responsible adults should be at least one of each sex. At least one of the responsible adults should be trained in First Aid.
7. Boys and girls must be in separate sleeping quarters, and children must not share rooms with adult staff members.
8. At least one of the responsible adults should be with the children at all times, or at least within very easy reach. The children must *at all times* know the whereabouts of at least one of the responsible adults in case of emergency.
9. The responsible adults should lead by example, and reasonable standards of behaviour upheld by all on the trip. *At least one of the responsible adults should maintain complete abstinence from alcohol at a given time* in case of emergency.

10. Insurance documents should be carried by the lead adult at all times in case of accident.
11. The lead adult should carry, or have access to, extra funds in case of any emergency (e.g. hospital treatment of a child).

Further specific guidance is available from the WRU Child Protection Unit.

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