



Highland RFC

Mini & Junior Club away games and overnight (not touring) Policy

2025/26

General

- This policy is designed to support and guide youth players participating in away games, (and on occasion overnight stays) as well as their parents/guardians and the coaching teams.
- On occasion, it may be necessary to have an overnight stay away due to travel i.e. fixtures on the Islands. It is the Club's responsibility to ensure that all overnight stays are well organised, with an emphasis on a duty of care and supervision to all the young people always whilst in our care.
- All away and overnight stays will be organised in accordance with SRU Guidance-on-away-and-overnight-trips and HRFC guidelines and policies –

<https://scottishrugby.org/wp-content/uploads/2022/10/Guidance-on-away-and-overnight-trips.docx>
- All away games and overnight stays are organised within the ethos and spirit of our club and game. All persons whilst on tour are reminded that they are representing HRFC and are expected to dress, behave and act accordingly.
- Each young person must be accompanied by a parent/guardian or a nominated adult chaperone. (See ratios below).
- The team head coach or nominated person will have overall responsibility for any away games and overnight stays.



- It is mandatory that all team managers and coaches will be a member of the club PVG scheme.
- All players and team officials must be paid up members of HRFC and be registered on SCRUMS.

Behaviour Expectations

- The Club expects all Coaches/Managers/Parents/guardians to act appropriately, responsibly and sensibly whilst supervising and in the presence of the young people in their care.
- All participants in away games and overnight stays must be aware that any noted/reported misconduct whilst on tour may lead to the SRU imposing sanctions on the Club and possibly withdrawing permission for future touring. Misconduct will be viewed very seriously and any adults or young people who are disruptive may be asked to leave an overnight stay and subsequently the Club. Following an overnight trip, additional sanctions may be imposed as deemed necessary. These may include, but are not limited to:
 - A ban from training sessions and/or games for specified period
 - Revocation of club membership
 - Referral to Police Scotland for further action

Please note, while this list is not exhaustive, and other measures may be applied depending on circumstances. Parents/Guardians will be kept fully informed and involved at every stage of the process.

- Any resulting additional costs incurred will be met by the parent/guardian and they may also be required to collect and escort their young person home. No refund of any payments will be given in these circumstances.



- During the evening it will be a requirement that adults will share the supervising of the young people. In these instances, the “nominated” individuals will refrain from drinking alcohol. There must be two nominated adults per night in case of an emergency.
- It is imperative that the consumption of alcohol of anyone who is under the UK legal drinking age is strictly forbidden, in any circumstance. This rule applies regardless of parental consent being given or implied. If it is suspected that a young person has been drinking or has alcohol in their possession, or any other potentially dangerous substance, the adult supervisors have the right to search bags and clothes in the presence of the young person and confiscate any prohibited items.
- If there is suspicion of a young person being in possession of or consuming illegal narcotics, parents/guardians will be called to collect the young person at their expense and the police will be informed.
- The team head coach or nominated person is responsible for promoting this policy document to all participants parents/guardians, who themselves must individually take responsibility to read, understand and adhere to the policy. The policy will be shared via Spond. Parents/Guardians will be asked to sign to say they have read and agreed to this overnight policy or tick that they have read and agree with it via Spond.

Youth section (U13 – U18)

- Each young person is to be accompanied by a parent/guardian or nominated responsible adult. No adult may have responsibility for more than eight young people, 1:8 ratio.
- The team head coach or nominated person should meet with parents/guardians or carers in advance and/or give explicit information via Spond, to share the arrangements for the overnight trip and answer any questions they may have. Steps that will be taken to ensure that the young people are kept safe should be discussed. Ensure parents/guardians or carers know the address of where you will be staying and have an emergency telephone number they can call if they need to.



- The parent/guardian/nominated adult is responsible for the safety, welfare and behaviour of the young people in their care at all times, except during training and playing a match when the coaches take on the responsibility.
- Where possible, the team head coach should arrange to have exclusive use of the accommodation. If this is not possible, try to negotiate the use of a whole floor and keep all the young person's rooms close together. If the young person's rooms are on different floors, adults should be available on each floor. Make sure the young people know what to do if they need help in the night and if there is an emergency, for example a fire alarm.
- The team head coach should talk to the young people about keeping themselves safe and well while they are away. Give them the address of the accommodation and an emergency contact number, and make sure they know what to do if they get lost. Be clear about the expectations of behaviour and consequences.

Equality and diversity

- An invitation to participate in away games and overnight trips must be extended to all age group members. Organisers must be aware of and consider costs to be equitable and affordable to all.
- The team head coach should make adequate and sensitive arrangements which consider the needs of all young people. This should include those who have disabilities, those who are transgender, non-binary or questioning their gender identity, and those from different religions, beliefs and cultural backgrounds.

Health and Safety

- Accommodation must be suitable in relation to the age group and must be assessed to be adequately safe and hazard free. Where possible, a risk assessment should be



undertaken prior to the overnight stay. If this has not been possible prior to the overnight stay commencing the team head coach or designated person must conduct a risk assessment as soon as possible.

- Parents/guardians may share accommodation with their own children, this includes those parents/guardians that may also be coaches/team officials. No adult is to share accommodation with a young person if they are not directly related or appointed in law as their parent/guardian.
- Overnight trips for mixed groups should include at least one female and one male supervising adult. If young people are in a room on their own care should be taken in controlling things such as, access to mini bars, satellite television etc. Young people's belongings may be searched if there is any concern or suspicion of banned goods such as alcohol.
- Parents/guardians of all young people travelling must complete the requisite Medical Information.

Insurance

- Players are covered whilst playing matches and training whilst on tour within the Home Nations under the SRUs. Accidental Death & Permanent Disability Insurance scheme. This only relates to the potential risks within the rules of the game of rugby.



Key Contacts:

CPO/Safeguarding cpo@highlandrugbyclub.com

Director of Youth Rugby doyr@highlandrugbyclub.com

Director of Ladies & Girls Rugby ladiesandgirlsrugby@highlandrugbyclub.com

Club Secretary secretary@highlandrugbyclub.com

Operations Manager operations@highlandrugbyclub.com

Club President president@highlandrugbyclub.com

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