**CUMANN BÁIRE SETANTA**

**OVERNIGHT TRIP POLICY**

Cumann Baire Setanta aligns and adheres to the away trips policy that is implemented by the GAA.

This policy is detailed in full below.

Prior to planning any away trips, the policy must be read in full and a completed Away Trip Application form submitted to the executive committee for approval.

Once approved, the following checklist should be utilised to ensure all aspects of the trip are covered.

On return from the trip, the requestor is required to report back to the executive on the outcome of the trip.

**Checklist**

* Information meeting held with all parents.
* Permission slips for trip signed.
* Transport confirmed.
* Venue confirmed .
* Health/Allergies cards organised.
* Time schedule provided to all parties.
* Emergency contact numbers of Club personnel who are accompanying the group provided.
* Contact numbers for all parents obtained.
* Player sign the Code of Behaviour that relates to trip.

 **Official Guidelines From GAA Code of Behaviour**

**AWAY TRIPS**

 Many teams and Clubs participate in trips away from home throughout the year. These trips are seen as additional to the regular games that take place as part of a County fixtures schedule or during inter Club blitzes. Trips away from home are often viewed as a means by which young teams and players may be rewarded for their endeavours at the end of their season or as a means by which greater team morale and camaraderie can be developed, regardless of age.

An example of rewarding a team or organising a trip is to invite the team or a number of teams to attend intercounty matches. This is a popular means by which young people may see and attend games where their chosen code is played at a high level of skill and competitiveness. Visiting other Clubs and playing matches against teams of a similar age group in other areas or counties will also give younger players an insight into the broad geographical nature and community ethos attached to our Games while creating greater camaraderie with their colleagues and within their own Club.

The pre-planning and detailed organising of such trips for younger players will require a high degree of care and preparation and adults should always remember the key roles of responsibilities they have during such trips on behalf of their Club, on behalf of parents and on behalf of the young people themselves.

**PRE-TRIP PREPARATIONS**

 A detailed programme of activity as shown in our checklist in advance at Club level following agreement with the other Club(s) involved in the away trip. • Where possible a member of your organising group should be familiar with the away venue, should visit the venue in advance if deemed necessary and ensure themselves that the venue can cater for the planned programme of activities. This is particularly relevant should an overnight stay be required. • Parental/guardian consent must be obtained in writing so as to permit any young person under 18 yrs. of age participate in any organised trip. Contact details for all parents/guardians must be obtained in advance of the trip. • Young people (of an appropriate age) and their parents/guardians should sign a form agreeing to abide by the programme and to any agreed procedures that relate to the organised trip. • An agreed Code of Behaviour, specifically designed for the trip, should be discussed, outlined and agreed with all players and adults that are participating on the trip. • Medical information, deemed relevant by the parents/guardians of players, should be made known to the leaders of the Club’s trip and what action, if any, may be may be required of them in the case of an emergency. (See Appendix 1) • Such information, including food or other related allergies should have previously been recorded on the annual/registration form of each underage Club member. (See Appendix 1) • A detailed programme which includes the following should be presented to all players and their parents/ guardians: • A time schedule of departure and arrival at your destination. • Full information about the trip; including all activities and events planned. • Emergency contact numbers of Club personnel who are accompanying the group • During the trip and contact details for parents/guardians • All adults accompanying the underage team should be made aware as to what their responsibilities are and what role(s) they may have during the trip. • It is the Club’s responsibility to ensure that the trip itself and all activities taking place throughout the trip adhere to insurance cover, that all participants are eligible members of their Association’s relevant injury

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scheme and that the activities of the trip do not compromise the conditions of their injury scheme or any additional insurance policy. • Where it is deemed necessary the organisers of all such trips should seek and gain the permission of their County Board prior to announcing the details of the programme to their members.

**DURING THE TRIP**

 It is essential that at least one individual with first aid qualifications be part of your organising group and that this individual be present or available throughout the trip. • Young people must be adequately supervised throughout the trip as per our recommended ratios of adults to young people. This ratio may differ depending on the age group of participants, the activities to be undertaken, whether there is an overnight stay, if the trip is abroad etc. • Supervision ratios will depend on the nature of the activity, the age of the players and any special needs of the group. It is recommended that a minimum ratio of 1:8 for under 12 years of age players and a ratio of 1:10 for players over 12 yrs. of age. When abiding by such ratios a coach must always be accompanied by at least one other suitably qualified adult at all times. • Organisers of Club trips should always be mindful of ensuring that additional adults accompany their group on trips away for supervision purposes and in case of emergencies or unforeseen circumstances. These adults are subject the same vetting and child safeguarding requirements as are coaches. • There must be at least two adults of each gender with mixed groups. • Adults are required to be familiar with the agreed rules on smoking and on the consumption of alcohol during the trip, as outlined in the GAA Code of Behaviour. As a basic minimum, adults are required to avoid smoking while working with young players and must not consume alcohol or non-prescribed drugs while young players are in their care.

**OVERNIGHT STAYS**

When participating in an overnight stay a number of matters require careful preplanning and agreement.

By agreement with all parties, including players and parents, a decision is required whether the Club will avail of hotel or guest house accommodation or if invited will avail of a hosting arrangement by the host Club in the houses of their Club members.

Regardless of what form of accommodation is agreed upon adequate and specific supervisory ratios of adults to children must be agreed in advance. This ratio, which is very dependent on the age category of the children/young people, may also vary should the group be participating in certain outdoor activities or in water sports and will also vary if the group is a mixed gender group.

**HOTEL OR GUEST HOUSE ACCOMMODATION**

Check out the proposed accommodation for children/young people and Club mentors. Ensure that it complies with health and safety regulations, is accessible, is of a suitable standard and is appropriate for the particular age group and programme of events.

When availing of overnight accommodation adults (except parents) should not share a room with a child. If exceptional or emergency circumstances so dictate and the presence of an adult is deemed necessary there should be more than one child in the room with the adult at all times.

Where children are sharing a room it must be with others of the same age grouping and gender.

All children should be provided with a bed each and should not have to share a bed with another child.

It is also preferably that the sharing of rooms be done with fellow Club members at inter Club event and that such arrangements are made known in advance of the trip to the ach child’s parents.

**HOME STAY ACCOMMODATION**

When availing of home stay accommodation the host Club is responsible for choosing a host family that has been recommended to them and have been satisfactorily vetted in accordance with Association requirements.

When availing of home stay accommodation adults (except parents) should not share a room with a child. If exceptional or emergency circumstances so dictate and the presence of an adult is deemed necessary there should be more than one child in the room with the adult at all times.

When availing of home stay accommodation Children must not share a room with adults from the host family.

All children should be provided with a bed each and should not have to share a bed with another child.

Where children are sharing a room it must be with others of the same age grouping and gender. It is also preferably that the sharing of rooms be done with fellow Club members at an inter Club event and that such arrangements are made known in advance of the trip to the child’s parents.

**REVIEW OF TRIP**

 A full review of the trip should involve all who participated from the Club and the result of the review should be retained and reviewed if and when the group intend organising another or similar trip or if the Club intends revisiting the area or the host Club again.