**Introduction**

Tours are a long-standing tradition of rugby, and the best tours are usually the result of good planning.

New Milton RFC actively promote and encourage individual age groups within the club to organise tours. The club considers this to be an ideal way to promote bonding and friendship within groups and assist in the personal, coaching and playing development of players.

**Approval**

The club committee approved this policy in February 2022.

**Definition of a tour**

For the purposes of this policy a tour is defined as:

“Any New Milton RFC age group that travels to a game or tournament with an overnight stay”.

A tour is still a tour even if the parents accompany the players although the risk factors may be reduced.

**Applicability**

This policy is applicable to all Mini and Junior age groups, including the girls’ section. It will also apply to all tours in the senior section where players under the age of 18 are playing.

**Overall management**

All tours must be organised and self-funded by the age group.

Public fundraising on behalf of the tour will require club approval prior to commencement of fundraising. The age group must appoint a Tour Manager who will be accountable for the tour.

The Tour Manager should notify the Youth Chair and the club’s Safeguarding Officer as soon as they start the planning process. Players of the touring party must be affiliated with the on the RFU Game Management System.

**Permission to tour**

There is a mandatory requirement for all tours to be approved on the appropriate RFU form, by either the Club President, Chairman or Secretary and Hampshire RFU.

In addition, any international tour also requires the explicit consent and approval of the RFU.

Club approval, including that of the club’s Safeguarding Officer, will be given subject to the age group’s disciplinary record.

Confirmation is required from the Tour Manager that all necessary and relevant Club, RFU and Hampshire RFU policies, procedures and guidance are followed.

An age group’s (or individual player’s) poor discipline record may result in the withdrawal of the Club’s approval to tour at any stage in the process. It is important that players and Tour Managers are aware of this throughout the season.

**Safeguarding requirements**

It is the responsibility of the Tour Manager to ensure all safeguarding requirements are fully met prior to the tour and fully observed whilst on tour.

Safeguarding requirements for tours are comprehensive and non-negotiable. They must always be followed.

Failure to meet the safeguarding requirements for a tour will mean that the club may withdraw approval for the age group to tour on any further occasion.

Further details of these requirements can be found on this link:

[RFU Touring with children](https://www.englandrugby.com/dxdam/24/24ce0656-9478-4b26-9964-77d44bbeb4e3/Touring%20with%20children.pdf)

The RFU clearly lays out expectations and best practices for:

* Communication
* Volunteers and Supervision
* Accommodation
* Emergency Procedures
* Insurance
* Travelling Abroad
* Risk Assessments
* Planning Checklists

**Discipline**

Whilst on tour all participants are reminded that they are representing New Milton RFC.

Any misconduct will be viewed extremely seriously and will be dealt with under the club’s Disciplinary Procedures.

All persons on tour are also reminded that any misconduct whilst on tour may lead the RFU / Hampshire RFU to apply serious sanctions to the club including:

* withdrawing permission for future tours,
* fines or
* playing sanctions against the club.