



YOUTH RUGBY TOUR PREPARATION GUIDELINES

1. Discuss **why** you want to tour, where you want to go, how many tourists, what you want to achieve, costs, fund-raising, logistics etc
2. Follow this link to download tour documents.
https://www.pitchero.com/clubs/hampshirerugbyfootballunionltd/d/documents.html?group_id=17035
3. **Apply to Hampshire RFU for initial approval for the tour...**
4. Inform your Club Safeguarding Officer of your intention to tour (if players under 18 years)
5. Decide and organise appropriate insurance – RFU or independent? This must cover:
 - Playing rugby and any other specified activities
 - Public liability
 - Civil liability
 - Personal liability
 - Travel (baggage, money, curtailment/cancellation – esp. if overseas)
 - Repatriation (especially if overseas)
 - Medical and emergency (EHIC/GHIC if in EEC/Switzerland)
6. Organise permission to play rugby in host country. Your Tour Operator may get this for you, or your Host Club, or you may have to apply for it yourself – either way, you will need written confirmation (e-mail is fine). Check age grade regulations/variations in host country/region.
7. Ensure **all adults** with responsibility for supervising players under 18 years have **current RFU DBS clearance**.
8. For an overseas outgoing or incoming tour, fill in and send to **Hampshire RFU** appropriate Tour Application Form and accompanying paperwork **at least 6 weeks** before you are due to go. **DO NOT** send directly to the RFU. For any other tours, send at least 3 weeks before you intend going.
9. Organise accommodation, activities, matches, risk assessment, fund-raising, etc.
10. Before you go, ***YOU must have:*** -
 - **confirmation of authorisation to tour from Hampshire RFU**
 - all consent/medical forms signed (take with you on tour and leave a copy with the DBS cleared home contact). If you go abroad, make sure you have the consent forms with you **at all times** –often doctors will not treat an injured player until they have seen the signed parental consent form (and the EHIC/GHIC card if in the EEC)
 - signed CSO Tour checklist (for players under 18 years)
11. Go on tour. Have a great time!

Further information on Touring with Children can be found on the England Rugby website:
<https://www.englandrugby.com/dxdam/24/24ce0656-9478-4b26-9964-77d44bbeb4e3/Touring%20with%20children.pdf>