



Frome Cricket Club



Frome Cricket Club Managing Children Away from the Club Policy

In any given season the potential exists for 50% of matches to be away from the club. This statistic does not include tours and festivals or similar events. It is sensible therefore for a club to have a robust and considered generic protocol in place that will be able to fit all occasions, in order for it to demonstrate the Club's duty of care for children in the team

Frome Cricket Club fully endorses the ECB guidelines covering "managing children away from the club including all trips involving an overnight stay" and its policy is as follows;

1. A Team Manager will be appointed with clear roles and responsibilities. Such responsibilities would include for them to establish and communicate the following information to Parents/Guardians:

- ☑ Why the trip is planned – it's reason / purpose
- ☑ When the trip will take place – date, times including time of departure and estimated time of return
- ☑ Where the trip is to – destination, venue
- ☑ Meeting points – at the home and/or the away venue as appropriate
- ☑ Staffing arrangements – Name and contact details for the Team Manager responsible for the trip
- ☑ Kit / equipment requirements
- ☑ Cost implications – i.e. competition fee, spending / pocket money, any cost of transport
- ☑ Name and contact number of the person acting as the 'Club Home Contact'
- ☑ Arrangements for food and drink

2. The team manager must have a written copy of the relevant emergency contact details and any medical information with them during the away trip, for all children who are taking part in the trip for whom they have a duty of care

3. Wherever possible we will appoint a Head Coach and Team/Tour Manager, with the Head Coach and Coaches taking responsibility for the training and competition management of the team and the Tour Manager (and any other Staff) taking responsibility for any other necessary support roles such as chaperones. During any trip all members of staff will have a clear knowledge of their role and responsibility for the team and will have gone through an Induction programme ensuring they understand the ECB "Safe Hands" Policy.

4. A "Club Home Contact" i.e a member of the Club who is CRB checked and who is not travelling away, will be appointed and that person will act as a contact point if required in an emergency situation.

5. The "Club Home Contact" will be provided with the following information to enable them to fulfil their role;

- ☑ The names of the players and staff on the trip
- ☑ Emergency contact names and phone numbers for each of the above persons
- ☑ Details of any medical or physical needs any of these persons may have
- ☑ Contact numbers for the staff which can be used whilst the staff are on the trip
- ☑ Telephone numbers for the Police local to the home club