

GOING ON TOUR WITH JUNIOR TEAMS

Going on tour and playing matches against touring teams is a great way for Devizes teams to gain wider rugby experience, bond as a group and learn the joys of the social side of rugby. As a club, we hope that as many players as possible get the chance to experience the fun of a rugby tour and we would encourage every age group to think about an end of season tour and / or playing against touring teams. Tours are not just for the elder players – Under 8s and Under 9s have been regular tourists in the recent past.

What type of tour?

A “tour” can involve anything from a trip abroad to playing in a rugby festival outside of the Dorset & Wilts circuit. Festival tours are popular with younger age groups as they are a familiar format and can easily be combined with an overnight stay. Popular festivals within a reasonable distance from Devizes include Bournemouth, Winchester and Vectis (Isle of Wight).

For the more adventurous, longer tours involve fixtures against other clubs in the UK or abroad. Age groups can arrange this themselves but there is also the option of buying a “packaged” tour from a specialist company which is more expensive but reduces age group admin effort.

Funding & fundraising

Devizes RFC does not fund players’ tours from club funds – though the junior club will make a contribution for competition entry fees and through providing pennants and ties for post-match presentations.

Provided by the club	To be funded by the tour group
Festival / competition entry fees	Travel & accommodation costs
Management of tour funds	Tour party meals & drinks
Club-branded pennants / ties for presentation to opposing teams	Presentation items over and above those provided by the club
Use of club equipment – tacklebags etc	Non-rugby tour activities
Use of club gazebos, banners etc	Cost of breakages, fines etc. incurred by the touring party on tour
Match shirts – if no separate tour strip	Separate Tour playing strip & other clothing

Fundraising

Fundraising in advance to build up a tour fund is a great way to mitigate the cost of touring for parents and to get your squad bonding as a group. Examples of recent funding initiatives include bag packing, raffles, sponsored gym challenges, food sales and of course a strict pre-tour dress code and punctuality regime enforced with suitable fines!

If you are planning to bag pack or fundraise at Devizes Sports Club please check first with the Junior Chairman so that multiple groups are not trying to raise funds at the same time.

Sponsorship – Finding sponsorship for a tour is another great way of cutting the costs of touring for parents. However please check first with the Junior Chairman so that current / potential sponsors don’t get multiple requests from different parts of the club.

Pre-tour admin

ACTION	RESPONSIBILITY	NOTES
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Confirm tour itinerary & accommodation and pay deposits as required	Tour Organiser / Coaches	1
Collect payments from tour participants	Tour Organiser	1
Complete travel & rooming arrangements	Tour Organiser	
Complete Tour Risk Assessment & Checklist. Review with Safeguarding Officer or Junior Chair	Tour Organiser & CSO / Junior Chair	2
If touring abroad, complete RFU pre-tour admin	Tour Organiser & CSO / Junior Chair	3
Permission to tour from Club	CSO / Junior Chair	4
Pay remaining cost of travel, accommodation etc.	Tour Organiser	1
Brief all tourists on finalised itinerary, travel arrangements, directions etc. – including exchanging telephone numbers.	Tour Organiser / Coaches	
ON TOUR!!		

Notes

1. Tour funds should be managed via the club's bank account rather than through the tour organiser's account so that tour organisers don't have to worry about keeping personal and tour finances separate within their own bank account. Contact the Club Treasurer for more details.

2. The Junior Tour Risk Assessment and RFU Checklist templates can be found on the RFU website within the Document "Touring with children & vulnerable adults – a safeguarding guide"

http://www.englandrugby.com/mm/Document/General/General/01/31/70/61/SafeguardingUpdates_RFU_Version3_colour_English.pdf

3. If you are planning to tour outside of the 4 home union countries there is additional pre-tour administration to be completed relating to permission from the RFU and extension to RFU insurance cover – see the Club Safeguarding Officer for details. The RFU admin is complex and involves liaison with the club(s) you will be playing against. It is recommended that it is started well in advance of the start of the tour. If you book with a tour company they will usually take this administration on for you.

Tours to EU countries – all players will need to have a current EH1C medical card when touring to countries in the European Union. These can be obtained free from <https://www.europeanhealthcard.org.uk/>

4. The club needs to be satisfied that:

- There are suitable safeguarding and supervision plans for all children on the tour both when playing rugby and when not.
- The tour is well-organised and organisers have considered what might go wrong.
- There is an appropriate ratio of children to coach / parent supervision.
- There are appropriate medical facilities at fixtures and other activities.
- Financial reputational risk to Devides RFC is as low as possible.

Completing the RFU Risk Assessment and Checklist helps the Club check all requirements are in place.