**DURHAM CITY RFC TOUR RISK ASSESSMENT**

Age group:

Tour Venue:

Date of Tour:

Tour Manager:

Head Coach:

|  |  |  |  |
| --- | --- | --- | --- |
| **Subject** | **Issues to be considered** | **Potential risks** | **Action to control risk** |
| Planning of tour | Venue and location |  |  |
|  | Parental consent |  |  |
|  | Transport |  |  |
| Staff and volunteers | DBS checks |  |  |
|  | Player/staff ratio |  |  |
|  | Parents |  |  |
| Supervision | Supervision rota |  |  |
|  | Overnight arrangements |  |  |
| Accommodation | Venue and location |  |  |
|  | Room allocation |  |  |
|  | Catering |  |  |
| Activities outside of matches | Activity/Venue |  |  |
|  | Instruction/Supervision/  Insurance |  |  |
|  | Transport |  |  |
| Emergency provision | First Aid provision |  |  |
|  | Local medical services/hospital |  |  |
|  | Access to non emergency transport |  |  |
| **Subject** | **Issues to be considered** | **Potential risks** | **Action to control risk** |
| Expectations whilst on tour | Conduct and behaviour |  |  |
|  | Incident reporting |  |  |
| Insurance | RFU insurance |  |  |
|  | Travel Insurance |  |  |
| Travelling abroad | Passports |  |  |
|  | Medical issues |  |  |
|  | Vaccinations |  |  |
|  | Transport |  |  |
| Communication | Club/Home contact |  |  |
|  | Non travelling parents |  |  |
|  | With tour members |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

You may wish to add to the list of issues to be considered as relevant to your individual tour