

Safe Travel – Overseas Travel Policy

When travelling abroad on trips that involve overnight stays, team organisers must ensure that the following procedures are carried out:

- Parental Permission Forms must be completed for each player (a copy must be sent to BSUK, which holds the database of permission forms). These must include emergency contact details.
- Organisers must provide BSUK with contact information and an itinerary before the team travels so that BSUK can help if an emergency arises.
- Players must be adequately insured and covered for competitive play.
- Teams must have a Safeguarding Officer, who will have overall responsibility for the trip from a safeguarding point of view.
- Each player must have his or her own bed to sleep in.
- The correct supervision ratio between adults and children must be adhered to. For domestic trips a ratio of 1:6 may be suitable, but for foreign travel a ratio of 1:4 is required.
- There should be a mix of male and female supervisors.
- Supervisors must be DBS-checked and ideally have completed safeguarding and first aid training.

NOTES

Insurance: Please ensure, if travelling abroad, that players have adequate travel insurance that covers them for competitive play. Please visit the insurance section on this website for further details:
<http://baseballsoftballuk.com/insurance/travel>.

Vetting: Do your homework before you travel and check what the accommodation is like. As a general rule, if you wouldn't stay there with your own child, you shouldn't be using it for the trip! If the accommodation is overseas, it clearly won't be practical to visit in person before the trip, but maybe some online research (Trip Advisor) and/or local contacts can help verify that where you are staying is what you need and are expecting.

Trip Checklists, Permission Forms and travelling team Contact Forms are available to download from the policy section of the Safeguarding website to help make planning your trip easier and safer.