

HRFU Youth Tour Application process flowchart 2017-18



*CB Approval MUST be sought for all Tours -

No CB Approval = Perkins Slade RFU Insurance will NOT be VALID

Youth side going on tour?

Apply to CB for approval 6 weeks in advance.

Go to http://www.hampshirerugby.co.uk/safeguarding/tours.html
Read:-

YOUTH Rugby Tour Preparation guidelines **no 2**Touring with Children Guidance from the RFU **no 3**Read the RFU Tour codes of Conduct **no 4**

* All Youth Tours must comply with RFU Regulation 15...

http://www.englandrugby.com/mm/Document/General/General/01/31/97/52/RFURegulation152016-2017_English.pdf

Go to http://www.hampshirerugby.co.uk/safeguarding/tours.html
Fill out Initial Tour Application form **no 1** (signed by Club Chair/Hon Sec)

Go to http://www.hampshirerugby.co.uk/safeguarding/tours.html
Fill out the YOUTH Rugby Checklist **no 5** (signed by Club Safeguarding Officer)

Go to http://www.hampshirerugby.co.uk/safeguarding/tours.html
Download and get your parents to fill out Parental / Carer Consent forms **no 6**

Is the tour in England - HRFU Home Union?

No

Email forms 1 and 5 to

Hampshirerugby@yahoo.co.uk

You do not need to fill in an "Outgoing Tour" form for trips in England but we still need

- Initial Tour Application form **no 1**
- A Youth Checklist **no 5**

This is sufficient for us to ensure compliance if the tour is within England.

Go to http://www.hampshirerugby.co.uk/safeguarding/tours.html

Fill out Outgoing Tour Permission form no 7

You will also need the Host Union's Approval where you will be playing (email is sufficient) Provide copy of Insurance Certificate if required

Email forms **1, 5 and 7** and Host Union approval to <u>Hampshirerugby@yahoo.co.uk</u>

If everything is in order you will receive CB approval from **Hampshire Executive Director**

Go on tour with approval and valid Perkins Slade Insurance.

Please note - extra non-rugby activities may require additional insurance.

In all cases HRFU will:-

- Record the Club and side going on tour
- Aim to reply within 2-3 weeks of application