ECB Guidelines on Managing Children Away from

the Club

In any given season, as many as 50 per cent of matches can be played away from the club and that’s without tours and festivals or similar events. For a club to be able to demonstrate its duty of care to the children in its team/s a robust generic protocol needs to be able to fit all occasions.

• Follow ECB recruitment guidelines for

staff and volunteer appointments

• Undertake risk assessments of venues

and facilities

• Follow ECB supervision guidance for

cricket activities involving children

• Have an agreed transport policy in place

at the club

• Ensure the team has agreed to act within

the appropriate ECB and/or Club Code of

Conducts

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**Guidance for managing children away**

**from the**

A Team Manager should be appointed with

clear roles and responsibilities including:

• **Establish and communicate the**

**following information to parent(s):**

- Why the trip is planned and what is its

reason or purpose

- When the trip will take place – date, time of

departure and estimated time of return

- Where the trip is to, including the destination

and venue

- Where the meeting points will be, at home

and at the away venue

- Staffing arrangements, including the name

and contact details of the Team Manager

responsible for the trip

- Kit and equipment requirements

**Be in possession of a written copy of**

**relevant emergency contact details**

**and any medical information for all**

**children taking part**

Determine appropriate staffing and staff

training arrangements

- Wherever possible, a club should appoint a Head Coach and Team (tour) Manager,

with the Head Coach and coaches taking responsibility for training and competition management of the team

Manager (and any other staff) taking responsibility for any other necessary

support roles, such as chaperones.

- All members of staff need to have a clear knowledge of their role and responsibility

for the team

- All staff must go through an induction programme ensuring they understand the

ECB “Safe Hands Policy”

• **Ensure there is a ‘Club Home Contact’**

**– a member of the club who is not**

**travelling away, who will act as a**

**contact point in an emergency. Ensure**

**the Club Home Contact is provided**

**with the following information to**

**enable them to fulfil their role should**

**they need to:**

- Names of players and staff on the trip

- Emergency contact names and phone numbers for each of the above

- Details of any medical or physical needs these persons may have

- Contact numbers for staff which can be used while the staff are on the trip

- Telephone numbers for the local police to the home club

The Club Home Contact should be a member of the club who has been appropriately vetted.