



HENLEY ROWING CLUB

Junior Residential Policy

Application

This Policy applies to Junior residential events, activities, training camps and the like, organised by Henley Rowing Club, for example National Schools Regatta, British Junior Rowing Championships, Junior Inter-regional Regatta and squad residential training camps. It does not apply to residential events organised by others which Juniors may attend, for example, British Rowing Junior training camps, however, it may apply to overnight stays before and/or after such events.

Definitions

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| Junior: | A junior is any individual aged 18 or under on 1 st September of the current season participating in an activity at HRC irrespective of whether they are a club member or not. |
| Event Leader: | The term “Event Leader (EL)” is used in this document to describe the person responsible for organising an event or training activity away from Henley Rowing Club. |
| Event Welfare Officer: | The Club Welfare Officer will appoint an appropriately welfare-vetted and trained adult to act as Event Welfare Officer (EWO) for the event/trip. This person will be made known to everyone attending. The EL and EWO can be the same person providing they are not a coach at the event. The Club Welfare Officer may act as EWO, either in attendance or remotely. |
| Club: | Henley Rowing Club |

Permissions and Information

On joining the club and at the start of each rowing season all Juniors and their parents/carers will be required to complete and sign a Junior Membership form and its associated documents acknowledging and agreeing to abide by the club’s policies. The membership form also acts as a permission document to attend residential events/activities/camps and the like for Juniors during the season. Only with completion of these documents will Juniors be able to attend these events or be considered for selection for these events.

The club will hold an annual information meeting at the start of each season for Juniors and their parents/carers to explain the club’s approach to and setting expectations for residential events, camps, training and rowing events. Specific information will also be provided for each residential event as and when required.

Policy and Procedures

- The EL/Coach will seek permission from the Club Committee for a residential event.
- The EL and EWO will complete BR WG4.4 Water Safety and Welfare Checklist for residential events.

- Parents/carers and attending coaches will receive an information sheet detailing the event and requirements.
- Where a parent/carer attends the event with their Junior, then the parent/carer is “in situ” to be called on in the event of a medical issue or emergency.
- When a Junior attends an event without their parent/carer a ‘Loco Parentis’ permission form must be completed to enable the Junior to attend, without this the Junior will NOT be able to attend.
- Parents/carers are asked to attend in sufficient numbers to ensure transport to and from the event/accommodation to adhere to arrival and collection times.
- Whilst attending the event from EL’s requested arrival time to EL’s dismissal Juniors are under club rules and report to their coach and the EL.
- The EL will ensure that the appropriate Risk Assessments are carried out.
- Any accidents, incidents or areas of concern arising from the event must be documented by the EL within 7 days of returning and sent to the relevant personnel within the club.
- The Club’s Code of Conduct applies to all events. Smoking and the possession or consumption of alcohol or illegal substances are forbidden. Breach of the Code of Conduct will result in disciplinary action by the Club, including potential exclusion from the event and possibly from the club.
- The EL and EWO must have the Junior’s medical and emergency contact details at the event.
- Parents/carers must make the EL aware of any illness or injury and declare any prescribed medication.
- The EL will brief the Juniors of the accommodation’s fire drill and emergency exits.
- All Junior room allocations are made by the EL, changes or room swaps may only be made with the EL’s agreement.
- Juniors may not leave the accommodation or event site without the EL’s permission.
- The club will endeavour to ensure that Juniors are sharing rooms with Juniors in appropriate age ranges and for Juniors not to have to share beds.
- Juniors will not share rooms with adults, unless their own parent/carer.
- Juniors may not enter bedrooms or changing rooms of the opposite sex; this will result in disciplinary action by the club, including potential exclusion from the event and possibly the club.
- Juniors must show respect for the accommodation’s and event’s rules, property, people and personal space. Phones and other electronic devices are permitted at the EL’s and coaches’ discretion, however noise consideration for others must be shown. They must take care not to cause damage or nuisance to the accommodation.
- Juniors will abide by the EL’s timings for meals, training times, curfews, etc.
- Juniors dress and appearance must be appropriate for the activity.
- The club will not tolerate any form of bullying, racist or other abusive behaviour.
- In case of serious misconduct or repeated bad behaviour, the Junior will be sent home at the parents/carers’ expense.