



Upper Thames Rowing Club
Remenham Lane, Remenham, Berkshire RG9 3DB
Tel: 01491 575745 www.utrc.org.uk

Residential trips with children, Code of Conduct

Information for parents

The Club will provide detailed written information to parents before a residential trip. This will include:-

- Contact details for the trip leader so that parents can be invited to contact them with any queries.
- Information to parents should cover policies on discipline, the code of conduct and other areas such as phoning home, pocket money, home-sickness and, for older, teenage children, remote supervision or 'free time'.
- Safety issues and the steps which have been taken to reduce risk to an acceptable level.

Consent form

For all participants under 18 years of age, a parental consent form should be completed which does include acceptance of the code of conduct for the trip).

Information for children

- A separate meeting for the children attending the trip before departure to discuss and adopt a joint code of behaviour.
- Discussions will include talking to someone about feeling homesick, bullied or frightened
- introduce the name of the person who will be responsible for welfare during the trip.
- Set rotas for cooking, cleaning or other jobs at the venue, if appropriate, at this time.

Officers of the Club

President: PBD Sutherland MBE, **Chairman:** S Dance, **Captain:** J Sutherland, **Hon Secretary:** P Cox-Hynd,
Hon Treasurer: J Burkitt, **Events Secretary:** M Neal **Membership Secretary:** N Brown.
UTRC is a registered CASC "Community Amateur Sports Club" CASC Registration Number: CASC 04325



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General notes appropriate to all trips away

- **Timing and punctuality:** meals, training times, curfews and so on
- **Contact details:** ensure all have contact numbers for accommodation as well as the team leader
- **Dress and appearance:** being appropriate for that activity
- **Respect:** for accommodation, property, people and personal space
- **Accommodation:** as directed by team leader,
- **Alcohol:** consumption totally banned while away on UTRC representation
- **Smoking:** forbidden by athletes and adults while away on UTRC representation
- **Illegal and banned performance substances:** forbidden (refer to the anti-doping rules) while away on UTRC representation
- **Medication:** any medication as mentioned in the parental consent form should be held by the team leader or an appointed medical person and noted on consent forms
- **Sanctions:** how breaches of code of conduct will be dealt with
- **Accommodation and sleeping arrangements:** This can vary considerably from trip to trip, eg a single hotel or several hotels, guest houses, university accommodation, boathouses, shared rooms, en-suite or shared facilities, full-board or self-catering
- **Facilities:** Are there separate washing, toilet, sleeping facilities for males, females, adults and rowers? It is not acceptable for athletes to share a bed, for male and female

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athletes to share a room or for an adult to share a room with a child unless they are parent and child. Where members of a crew are aged 16 and 18 years, it may be acceptable for a 16-year-old to share with an 18-year-old (or possibly older if the rowers are part of the same squad or crew) although the decision should be taken on an individual basis taking into account the maturity of both rowers. Similarly the arrangements for a young Cox travelling with a Senior crew would need to be taken into careful consideration.

- **Adults:** adult staff will be available in each area for children to call upon
- **Hotels:** instructions on the use of hotel telephones, drinks cabinets, satellite TV AS MADE BY COACHES MUST BE ADHERED TO.
- **Fire drill:** Coaches will explain the fire drill at the accommodation to the group and to whom the rowers should report to in the case of a fire
- **Discipline:** Coaches will discuss your control and discipline policy with any staff at the accommodation. It will also be advisable to check the accommodation policy on damage, lost keys and any extras ordered.
- **Access arrangements:** Consideration will be given to any particular cultural, physical or dietary requirements. For example, Muslim rowers will require access to running water for washing; wheelchair users will require wider door openings and easy access to toilet and bathroom facilities including sink height and visually or hearing impaired athletes may also have special requirements.

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