

# Travel & Tour Policy.

<b>TYPE OF POLICY</b>	Participation
<b>EFFECTIVE DATE</b>	12 <sup>th</sup> February 2020
<b>LAST REVISED</b>	October 2018
<b>NEXT REVIEW</b>	November 2020
<b>POLICY OWNER</b>	Australian Rugby League Commission
<b>POLICY CONTACT</b>	NRL Participation & Game Development Operations Manager

## A. REASON FOR POLICY

This policy has been developed to ensure that Districts, Divisions, Groups and Leagues have an awareness of, and capacity to provide approval for, teams and/or clubs within their jurisdiction travelling/touring to participate in match/matches against teams and clubs from outside their State League.

## B. POLICY STATEMENT

This policy will provide the opportunity for the District, Division, Group or League to have an awareness of the participation of its teams and/or clubs games against a team and/or club outside of its State League.

## C. SCOPE

This policy is applicable to all teams and/or clubs that participate in District, Division, and Group or League competitions in Australia. The policy also applies to travelling school teams.





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## D. DEFINITIONS

<b>INTER STATE LEAGUE TRAVEL</b>	Travel outside of a team and/or club's affiliated State League to another State League.
<b>INTERNATIONAL</b>	Travel outside of Australia to another country
<b>TRAVELLING TEAM</b>	The team travelling/touring to participate in inter State League or international matches
<b>HOST TEAM</b>	The home team(s) who do not travel but host visiting teams, including international teams

## E. FORMS/REFERENCES

<b>FORM TITLE</b>	<b>LINK</b>
NRL Application to Tour Form – Domestic & International Travel	<a href="https://playrugbyleague.com/tour-application-form/">https://playrugbyleague.com/tour-application-form/</a>
Smart Traveler website	<a href="https://smartraveller.gov.au">https://smartraveller.gov.au</a>
Play by the Rules	<a href="https://www.playbytherules.net.au">https://www.playbytherules.net.au</a>

## F. POLICY HISTORY

<b>PARTICIPATION POLICY IDENTIFICATION NUMBER</b>	<b>VERSION</b>	<b>RELEASE DATE</b>	<b>AUTHOR</b>
P008	2.0	5 <sup>th</sup> February 2019	National Participation Policy Committee
P008	3.0	11 <sup>th</sup> February 2020	National Participation Policy Committee



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## TRAVEL & TOUR POLICY

### 1.0. INTRODUCTION

This policy has been developed to ensure that Clubs, Districts, Divisions, Groups and State Leagues have an awareness of, and capacity to provide approval for teams and/or clubs within their competitions travelling/touring to participate in match/matches against teams and clubs from outside their State League.

A team and/or club that is intending to travel/tour to participate in match/matches against a team outside of its State League will apply to its Club then District / Division or Group and State League for approval to participate. This process will provide the opportunity for the Club then District / Division or Group and State League to assess the application and consider all safety, financial and insurance implications associated with the tour and matches before providing approval.

This policy applies to both inter State League and international travel.

### 2.0. MAKING AN APPLICATION

The link for teams and clubs to make Inter State League and International Applications to Travel/Tour is <https://playrugbyleague.com/tour-application-form/>

It is the responsibility of Clubs who are hosting visiting teams to:

- a. seek hosting approval from their respective governing body
- b. ensure all relevant Clubs, District/Division and State League are notified of proposed tour dates/fixtures for the tour at least (6) weeks in advance our commencement of the tour

### 3.0. AGE LIMITATIONS

Applications for international tours/travel will only be accepted for teams in the under thirteen (13) years age division and above.

### 4.0. TIMEFRAME

An inter State League application must be made four (4) weeks prior to the first match played as part of any tour.

Formal communication of intention to participate in international matches must be made in writing to the travelling team's State League no later than twelve (12) months prior to the first match played as part of any tour, followed later by the on-line application



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An international on-line application must be made at least three (3) months prior to the first match played as part of any tour.

## 5.0. APPROVAL PROCESS

An inter State League application will require the following levels of approval:

- a. Travelling team's District / Division / Group and/or League
- b. Travelling team's State League
- c. Host team's District / Division / Group and/or League
- d. Host team's State League
- e. National Rugby League

An international application will require the following levels of approval:

- a. Travelling team's Club, District / Division / Group and/or League
- b. Travelling team's State League
- c. National governing body of the host team / Club
- d. National Rugby League

## 6.0 SUPERVISION

Domestic and International tour supervision ratio should comply with the Play by the Rules recommendation of 1:8 (one adult chaperone: eight children or young people)

The above applies to children and young people seventeen (17) years and under.

Adult chaperones will require a Child Safety clearance in their local respective state of residence. Proof of clearance will be required as part of the on-line application/tour approval process.

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## 7.0 INSURANCE, RISK AND TRAVEL CONFIRMATIONS

The application process will require the travelling team's State League to confirm insurance travel policies and risk assessment are adequate for the level of travel relevant to the application. The risk assessment will be supplied by the National Rugby League.

An international application will require:

- a. An appropriately qualified Sports Trainer to accompany the team
- b. State League confirmation that adequate insurance cover has been acquired by all travelling players, officials and tour members. Insurance cover must include reference to the travelling team participating in games of the contact sport Rugby League
- c. State League confirmation that an adequate risk assessment has been requested of the applicant. The tour risk assessment to be submitted by the applicant to the local Community Rugby League administrator one (1) week prior to departure
- d. Confirmation that all accompanying personnel have appropriate and valid Child Safety clearances according to their standard local Community Rugby League requirements
- e. Confirmation the trip is registered on Federal Government Smart Traveller website
- f. Confirmation that tour organiser has sought advice on travel issues including:
  - All documentation required to enter the destination country including visa's, health declarations or certificates, and security levels
  - Registration on Federal Government Smart Traveller website
  - Recommended vaccinations for the destination country/countries
  - Immunisation recommendations for the destination country/countries
  - Legal medications in the destination country/countries