

## **TRAVEL AND MPP**

These guidelines are intended to be in addition to, and not to the exclusion of, the other codes of conduct and policies in this handbook, as well as the Maccabi Australia travel policy.

Many of these guidelines are specifically regarding travelling with children and young and vulnerable people, and build on the existing policies in this handbook.

### **GENERAL POLICIES FOR ALL MACCABI PARTICIPANTS**

- All Maccabi members must remember that they are representing Maccabi at all times, including on team flights and in their accommodation.
- No alcohol is permitted to be consumed by athletes or personnel under the age of 18 (or extended to 21 in countries or states where under applicable law), under any circumstances. If team management are drinking, it should not be to excess, and there should always be adults available in case of emergency who have not consumed any alcohol.
- Assess all risks, but be aware that common sense must prevail. If for example, a tour consisting of children who are all accompanied by at least one parent, the risk factors are going to be very different.
- All people involved in the activity must be aware of all relevant safety and security protocol, including for those required for transit and accommodation.

### **PERSONNEL AND SUPERVISION**

- Anyone assigned to a leadership position for an overnight/interstate/international activity (e.g. team manager, youth leader, regional manager) must complete the relevant requirements (such as online MPP training, providing WWCC, and being approved by the MPP committee) before being ratified.
- Any external parties (e.g. bus drivers, CSG/security etc.) should not be responsible for supervision or discipline.

### **SLEEPING ARRANGEMENTS AND ACCOMMODATION**

- Shared accommodation between young and vulnerable people, and an adult(s) should be avoided, unless the adult is their parent/carer/guardian.
- Only athletes and Maccabi personnel are permitted at Maccabi accommodation. Visitors are not permitted at any time except with the permission of the Team Manager / HOD. Overnight visitors are not permitted under any circumstances.

- No unauthorised parties, functions or social gathering are permitted. All Maccabi social events will be approved by the HOD/organising committee and all details will be shared prior to the trip.
- Every participant must have their own bed.
- All persons must respect each other's privacy, personal belongings and space.
- All persons must respect each other's training / competition schedules, keeping noise to an appropriate level.
- Quiet times must be respected.
- Athletes are required to undertake shared cleaning duties with all parties to contributing to ensure that the property is clean and hygienic at all times. The accommodation / property is deemed clean and hygienic once all residents are 100% satisfied.
- Any hotel room charges, above the cost of accommodation, are the responsibility of the occupants of that room and must be paid for by the responsible athlete / team member.
- All rooms should be accessible in case of an emergency. However, unless it is an emergency, no one should be in anyone else's room without permission of everyone in that room.
- Accommodation and room allocations will be determined by factors including age and gender of participants.
- No smoking, vaping, or drug usage is permitted under any circumstances.

## **TRANSPORTING YOUNG AND VULNERABLE PEOPLE**

- Head counts must be taken when getting on or off any transport
- Whilst travelling as a group, ensure that all young and vulnerable participants are adequately supervised. When travelling with members of the public (e.g. flights), it is preferable that the group is seated together. If the group cannot sit together, distribute the staff to ensure adequate supervision.
- Ensure that everyone is aware of the meeting point and emergency procedure if they get lost.
- All drivers must have a blood alcohol level of ZERO.
- Where the transport has not been pre-arranged, the driver must notify (via text if practical) the Team Manager and parent / guardian of the athlete at the time and reasons for transporting the underage/vulnerable passenger(s), on a case-by-case scenario.
- Written consent from a parent/guardian must be obtained prior to travel. This should clearly outline who is allowed to transport the young/vulnerable person, and any additional requirements.

## **ADDITIONAL POLICIES WHEN TRAVELLING WITH CHILDREN, YOUNG PEOPLE AND VULNERABLE PEOPLE**

- All participants must have the contact details for at least 2 adults they can contact at any time as required.
- A member of the management team must be accountable for ensuring that all young and vulnerable people are in their rooms or have returned to their host families, before going to bed each night.
- Ensure that there are clear and well-communicated boundaries and rules regarding meal time, bed times, lights out and team meetings
- Overnight on-call supervision must be provided for all young and vulnerable people by adults who hold a WWCC or state equivalent.
- Ensure that any young or vulnerable person who needs to attend hospital is accompanied by an adult.

## **NON COMPLIANCE**

Non-compliance with this policy may result in disciplinary action, which may include athletes being unable to participate in events or competitions, or people being sent home at their own expense.