



CHEERSPORT

I R E L A N D

TRAVEL & AWAY TRIPS POLICY

1. Introduction

Cheer Sport Ireland (CSI) recognises that travel and away trips are an important and enjoyable part of cheerleading. However, such activities require enhanced safeguarding measures to ensure the safety and wellbeing of all children involved.

2. Purpose

This policy ensures that all travel, overnight stays, day trips, competitions, and away events are planned and managed safely.

3. Scope

This policy applies to all CSI clubs, coaches, volunteers, staff, athletes, parents, transport providers, and event personnel.

4. Principles for Safe Travel

- Children's safety and welfare are the priority.
- Trips must be planned, risk assessed, and approved in advance.
- Supervision must meet CSI's ratio and two-adult rule.
- Parents must receive full information before giving consent.
- All adults must comply with CSI safeguarding policies.

5. Pre-Trip Planning

- A written travel plan must be completed.
- A risk assessment must be carried out and shared with the Club DLP.
- Travel and accommodation arrangements must be checked for safety.
- Parents must receive full trip details including itinerary and emergency contacts.

6. Parental Consent

- Written parental/guardian consent must be obtained for all trips.
- Parents must be informed of accommodation type, supervision, transport, and activities.

7. Supervision Requirements

- Minimum two vetted adults must accompany every group.
- Mixed-gender groups should have male and female supervisors where possible.
- Supervision ratios must be maintained at all times.
- Junior helpers cannot be counted in supervision numbers.

8. Accommodation Standards

- Children and adults must not share rooms.
- Rooms must be allocated by age and gender.
- Daily room checks must be completed by two adults.

- Private or isolated rooms for children are prohibited.
- Hotel staff must not enter children's rooms unless supervised by CSI staff.

9. Transport Requirements

- Transport operators must be reputable and insured.
- Seatbelts must be worn at all times.
- Children must not travel alone with an adult.
- Coaches must sit in different areas of the bus to supervise behaviour.

10. Conduct Expectations

- Athletes must follow Codes of Behaviour throughout the trip.
- Bullying, exclusion, or unsafe behaviour must be addressed immediately.
- Children must not leave the group or venue without supervision.

11. Medication & Medical Needs

- Parents must provide written details of medical conditions.
- Only authorised adults may administer medication.
- Emergency medical plans must accompany the group.

12. Money & Personal Items

- Clubs should advise families on spending money limits.
- Children must not bring expensive or valuable items to trips.
- Phones must follow CSI device policy.

13. Free Time Protocols

- Free time must be supervised and structured.
- Children must remain in groups—never alone.
- Curfew times must be clearly communicated and enforced.

14. Accident & Incident Procedures

- All incidents must be recorded using CSI forms.
- Parents must be notified as soon as possible.
- Serious incidents must be escalated to the Club or National DLP.

15. Emergency Situations

- Supervisors must have all emergency contact details.
- At least one adult must hold first aid certification.
- Emergency plans must be reviewed before departure.

16. Behaviour on Public Transport & in Public Areas

- Children must behave appropriately and follow supervisor instructions.

- Group leaders must ensure the group stays together.
- Public interactions must remain respectful and safe.

17. Late Collection After Trips

- Children must not be left unattended after late return.
- Two adults must remain until all children are collected.

18. Non-Compliance

- Failure to follow this policy may result in disciplinary action.
- Clubs may face sanctions for repeated breaches.

19. Review

This policy will be reviewed every two years or earlier if necessary.

20. Approval

This Travel & Away Trips Policy was approved by the Board of Cheer Sport Ireland on: 11/07/2026

Signed:

FIONA COLLUMB, President/Chairperson

JOAN HEAPES, National Children's Officer