



Sutton United Football Club

Travel and Away Trips Policy

Purpose

Sutton United Football Club is committed to ensuring the safety, welfare and wellbeing of players, staff, volunteers and spectators during travel to and from training, matches and club events. This policy sets out responsibilities, procedures and risk management for all travel including away trips.

Scope

This policy applies to all players, coaches, staff, volunteers and spectators travelling to training sessions, matches, tournaments or other club-related activities including travel by team coach, public transport or private vehicles.

Responsibilities

Club Management:

- Conduct risk assessments for all away trips and team travel
- Ensure appropriate insurance and permissions are in place
- Provide clear guidance and communication to all travelling participants
- Appoint staff and volunteers to supervise players during travel

Coaches, Team Managers, and Staff:

- Ensure all participants are briefed on travel arrangements, safety procedures and expected behaviour
- Maintain attendance and contact lists for all travellers
- Follow risk assessments and emergency procedures at all times
- Monitor welfare of players and respond to any incidents promptly

Players and Participants:

- Follow instructions from coaches, staff and supervisors during travel and at away venues
- Remain seated and use seatbelts on coaches or vehicles where provided
- Report any health, safety or welfare concerns immediately

Risk Considerations for Away Travel

- Traffic accidents or vehicle breakdowns
- Health issues during travel (e.g., illness, injury)
- Behavioural risks such as bullying or inappropriate conduct
- Delays, weather-related risks or emergency evacuations

Mitigation Measures:

- Use licensed, insured coaches or approved transport providers
- Ensure first aid provision is available during travel
- Maintain mobile phone contact and emergency numbers
- Obtain parental/guardian consent for under-18 participants

Emergency Procedures

- In case of accident, illness or unsafe conditions emergency services will be contacted immediately
- Staff will follow club emergency plans and inform the designated contact person at the club
- All incidents will be recorded and reviewed

Review

This policy will be reviewed annually or following any significant incident during travel or away trips.

Policy reviewed: March 2026

Signed: OSCAR J LUGG

Name: Oscar Lugg

Position: Academy and Soccer School Lead

Date: 23rd March 2026

