

**Policy number: 18**

**Version 2: December 2023**

**To be reviewed: November 2024**

**Person responsible: Principal, School of Sport Education NT**

### **Introduction**

Travel to event locations and overnight accommodation are essential components in the delivery of School of Sport Education NT (SSENT) programs. Teachers in charge of these excursions have a responsibility to exercise proper care and supervision for the duration of the excursion. The duty of care requires taking reasonable steps to protect the student against risks of injury or harm that are reasonably foreseeable. It is the responsibility of principals to ensure that all teachers are aware of their responsibilities. A teacher cannot delegate their duty of care responsibilities to anyone during the course of an excursion. Ensuring that students, teachers and volunteers understand the expectations appropriate to the SSENT travel and accommodation policy ensures that the School of Sport Education NT meets duty of care responsibilities and sporting teams are able to participate in sports events within the NT and interstate. This is in accordance with the information provided in the student booklet.

Travelling and accommodating with a team is considered an important part of the whole Sport Education experience.

### **2024 Onwards**

To ensure alignment with the updated excursion guidelines, from 2024 all students participating in SSENT Inter-region and National interstate events will be required to:

1. Reside in the same accommodation as the teacher in charge.
2. Travel to and from the event on the same flight/s as event chaperones (team officials).

The implementation of this requirement will ensure the excursion is compliant with the NT DoE excursion policy requirements to ensure the safety of students. It ensures proper care and supervision is the responsibility of the teacher in charge.

SSENT use fully flexible fares for student travel. To accommodate for families who can access cheaper fares, SSENT will allow families to make their own bookings, however, participants will be required to travel on the same flight as the event chaperones (team officials). For example, one of the East Arnhem airlines offers discounted fares to people living locally in East Arnhem.

Please note, families will be responsible for any costs incurred when exiting a group booking.

SSENT have the ability to consider applications from families where extenuating circumstances exist and special travel arrangements are essential. Additionally, during events, there will be opportunities for students to spend time with their parents or with family

members, for example a team and family dinner, in line with the department's excursion policy requirements.

Any such arrangements must be confirmed in writing prior to departure for the event. The Teacher in Charge has full duty of care for students accommodating with them and cannot release them to anyone without this prior arrangement in place.

### **Purpose**

This policy outlines the responsibilities of team officials and expectations when travelling and accommodating with teams, and of student team members.

### **Policy**

#### **Travel:**

To ensure the most economical travel can be sourced, advance group bookings are made as early as Term 4 in the year prior to the event.

Team Officials must travel with the team both to and from the event.

Travelling as a group:

- Ensures all arrive at the same time, avoiding any complications caused by late arrivals.
- Is an important part of building a sense of team. The geography of the Northern Territory means that students often only come together as a team immediately prior to departure for interstate events.
- Allows teams to develop a clear plan for arrival at the Inter-region level and for effective planning by the organising staff.
- Allows teams to develop a clear plan at the Interstate level allowing for the host state to meet and greet teams on arrival. This ensures all will arrive in time for any official functions within the School Sport Australia program.

The School of Sport Education NT equalises the cost of travel for all Interstate team members, players and student officials. The total cost of travel intrastate, to and from Darwin (or return to home base), and the total cost of travel interstate is combined and divided by the number of students travelling. This is to ensure all students pay the same amount for travel when selected for an Interstate team to participate in a School Sport Australia Championship.

At the Inter-Region level, the School of Sport Education NT provides a 30% subsidy to students travelling as their levies are much higher than local students. Local students pay a travel supplement of \$66 to support this contribution. This will be added to their levy for the event.

#### **Accommodation:**

Interstate accommodation will be sourced to provide the most economical option whilst ensuring student safety. Key factors in determining choices are:

- Safe and suitable accommodation which includes cooking and washing facilities, and space for the students to have recreation time.
- Proximity to the sporting venue.
- Availability of meal options and access to shops for food.
- Parking for any vehicles needed for daily transport.

Inter-Region accommodation will be at Club Tropical Resort in Darwin.

Team officials will be accommodated with the students for supervision, however, separate rooms will be booked for team officials. This will be on a twin share basis. Students will share accommodation with other students.

Team officials will set clear expectations for students regarding:

- Times to get up in the morning and to go to sleep at night.
- Behaviour in and around the accommodation venue.
- Taking care of personal belongings and respecting shared space.
- Hygiene.
- Eating and hydration.
- Recovery, rest and sleep.