



ANGLING TRUST

Angling Trust

PD53a Safeguarding – Travel and Trips Checklist

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Purpose	

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Version	Date	Summary of Changes	Author
1.0	Nov 2018	New Document	Richard Hadley
1.1	Oct 2019	Front sheet added. Font Changed	Richard Hadley
1.2	Nov 2020	Logos changed	Richard Hadley
1.3	June 2021	Updated COVID restrictions checks	Richard Hadley

Approvals		
Approved by: ATB/FLC/CEO/COO/GOV COMM	Date	Version
ATB	Nov 2018	1.0

Distribution				
Audience	Method	By whom	Date of issue	Version
Staff, Officials and Volunteers	email			

Travel and Trips Checklist Including During Covid 19 Restrictions

Use this document to ensure you have all of the necessary documentation with you when taking children and young people away to angling events. This can be used for trips within England or further afield.

	Destination	Date
A	Local/National/International restrictions addressed	
B	Covid 19 Risk Assessment carried out	
C	Current well being or required testing completed	
D	Isolation Plan provided for any persons testing +ve	
1	Trip itinerary and travel details	
2	List of Anglers' names and addresses	
3	List of accompanying adults and contact details	
4	Emergency contact person for AT	
5	Emergency contacts for Young Anglers	
6	Contact and address of accommodation	
7	Contact number of transport (mini bus details car details)	
8	List of dietary needs	
9	List of medical needs	
10	Copy of risk assessment	
11	If abroad - Consulate details	
12	Details of Emergency procedure	
13	Confirmation of DBS checks if required	
14	Copy of literature sent to parents	
15	Copies of signed documents	
16	Insurance documents	

Name

Position

Signed