

Policy: Competition Management
Title: International Team Travel
Objective: To provide clarity on international team travel

Principles:

That team members travel to international events in a safe, efficient, and coordinated manner, which supports the objectives of the team competing overseas.

Safety of team members when “on tour” is paramount.

Where team travel has been organised by Orienteering NZ, team travel arrangements may include domestic and international flights and land transport to and from a competition or event.

Information on who is responsible for travel arrangements to any international event will be advised in the published selection notice.

Procedures:

1. Travel Procedures for all Orienteering NZ selected teams
 - Team members are to arrange their own travel documents such as IOF Athlete Licences (if required), passports and visas unless advised by Orienteering NZ. Team members must confirm to Orienteering NZ they have the required documentation.
 - Team members must have standard travel insurance covering medical emergencies, loss of baggage and changes to travel arrangements. Team members are expected to arrange their own travel insurance unless advised by Orienteering NZ. Team members must confirm to Orienteering NZ they have the appropriate insurance cover in place prior to travelling.

2. Travel Procedures for Junior Teams
 - A junior team is a team selected by the Junior Selection Panel (see Policy G1).
 - Team travel arrangements from New Zealand for junior teams will be organised by Orienteering NZ or delegated third party.
 - Orienteering NZ will advise junior team members when and where they are to “join” the team as part of the official team travel arrangements. This will usually be a New Zealand international airport for an international tour.
 - All members of a junior team, when travelling out of New Zealand as part of the official team will be under the care of and accompanied by Team Staff or a parent/caregiver.
 - All junior team members must provide a signed Athlete Consent and Medical Form from a parent or guardian for the tour before they commence their travel from New Zealand.

- Junior team members not wishing to be part of any Orienteering NZ team travel arrangements may travel separately, with the following conditions. Junior team members:
 - Must advise the team manager by the specified date of their decision to travel separately. This is to ensure official team travel bookings can be completed with a clear understanding of who is travelling with the team versus independently.
 - Shall travel with a parent/caregiver or nominated adult, organised by the parent/caregiver. No team member shall travel unaccompanied.
 - Must join the team at the agreed time and location in the destination country, determined by the team manager.
 - Parent/caregiver is wholly responsible for the care of the junior team member while travelling separately from the Orienteering NZ organised team.
 - Will be included in the team logistics for the duration of the competition once they join the team at the designated location.
 - Are still required to contribute to team travel costs associated with team officials and destination travel arrangements.

3. Travel Procedures for Senior Teams

- A senior team is a team selected by the Senior Selection Panel (see Policy G1).
- Orienteering NZ will advise senior teams when and where they are expected to “join” their team and all team members must be available to join at the designated time and location.
- Orienteering NZ will advise team members of preferred team travel arrangements so they can travel together if practicable. Wherever possible these travel arrangements will include a Team Staff member.
- NB. For the JWOC and JWMTBO teams, travelling with the preferred team travel arrangements from New Zealand is encouraged.
- Team members must advise Orienteering NZ and their appointed Team Staff of their travel arrangements.

4. Accommodation

- Accommodation for selected teams will be organised by Orienteering NZ unless otherwise advised. WOC, JWOC, WMTBO, JMTBO accommodation is usually organised by the event organising committee and confirmed by Orienteering NZ.
- Southern Cross Challenge and ANZ Schools teams will usually be accommodated with their Australian counterparts.

Review Protocol – 3 yearly

Next Review Date: September 2022