

BRITISH FENCING RATIOS POLICY: YOUTH EVENTS

TEAM OFFICIALS TO ATHLETES

**GENERAL**

This document outlines British Fencing’s (BF) standards as applied to National Academy (NA) and GBR Youth Trips regarding the number of registered Team Managers required to be in attendance in relation to the number of athletes on a trip

Although the NSPCC Child Protection in Sport Unit (CPSU) recommends a 1:10 ratio, British Fencing recognises this is not always appropriate for our sport. Additionally, different trips must be assessed individually for specific risks and may require more support.

**TEAM MANAGER**

The term Team Manager (TM) is used to describe someone who has undertaken BF’s Team Manager training and is registered with BF. All Team Officials must be on the register held at British Fencing Head Office. A Chef de Mission (CdM) or Chef d’Equipe (CdE) is the single TM with the BF designated overall responsibility for the trip. All TMs are appointed by the TM panel prior to the event/trip.

TMs have no other role except that of trip management and welfare. Coaches, Referees or any other Team Officials may assist the TMs on the trip, however cannot act in the capacity as TM during the event and are not included in the ratios. It is not considered to be best practice for a parent to act as TM on a trip on which their child is fencing, particularly when their child is U18 or on cadet trips/events, but it is acknowledged that this may happen on occasions.

**RISK ASSESSMENT**

1 TM may take up to a maximum of 12 fencers. However, a risk assessment must be undertaken to identify if a further TM is required:

Examples of Risk Factors to be considered:

* Age range and number under 16
* Gender of fencers (mixed or one)
* Previous international experience of the fencers AND the officials
* Any past disciplinary or medical issues of both staff and fencers
* Venue – how spread out is it
* Hotels – one or more, size, distance from venue
* Competition schedule
* Transport and logistics
* Length of trip – (may need to increase staff to allow for down time)

If a number of the above apply, or one is particularly significant, then an additional TM (pastoral) must travel with the party, preferably of the same gender as the majority of the fencers.

Cost is an additional factor to take into account, but the welfare of the fencers is paramount.

Fencers over 18 years cannot be considered as adults (or as being TM’s) for the purpose of calculating the supervision ratio.

TM’s will not leave the event/venue/hotel at any point without the prior agreement of the CdM/E, as this affects the ratio of adult to fencer, and neither will they take fencers away from the group without prior agreement, for the same and other reasons.

**Summary Table**

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| **Number of Athletes** | **Minimum number of Members** |
| 1 – 12 | CdM/CdE plus 1 TM as appropriate\* |
| 12 – 24 | CdM/CdE plus 1 or 2 TMs as appropriate\* |
| 24 + | 1:12 ratio including CdM/CdE\* |

\*Risk Assessment dependent

**Squads with some 18+ fencers**

For Junior squads or teams with a mixture of over and under 18 year olds, there will be at least one TM in addition to the coach; the number of staff will depend on the number of minors in the squad and total number.

Fencers under 16 years are not allowed to travel between venue, hotel and/or airport at any time without a TM apart from exceptional circumstances, and even then, only with prior agreement of the CdM/E: once the point of entry to the event/trip has been achieved, the fencer is the responsibility of the CdM/E or other TM.

Fencers aged between 16 and 18 years may be allowed some freedom to travel around or shop etc provided that certain criteria have been met:

1. Parents are aware in advance of this possibility and have consented.
2. The CdM/E and one other staff member have agreed that the circumstances are appropriate.
3. Fencers travel in a minimum group size of three.
4. Fencers have contact details of the CdM/E and the ability to contact him/her.

Fencers over 18 will not leave the party at any point without the prior agreement of the CdM/E, and are not considered appropriate supervisors for fencers under 18 other than in exceptional circumstances.