



WAVERLEY
Gymnastics Centre

CHILD SAFE TRAVEL POLICY

October 2025

Authorisation

Version	Author	Date	Approved By	Approval Date	Review Date
1	WGC	October 2025	WGC Committee	21.10.2025	2027

1. Purpose

Waverley Gymnastics Centre is committed to ensuring travelling athletes are safe, supported and therefore empowered to perform at their best in different competitive environments. WGC recognises the important role that our gymnasts, coaches, support staff, and chaperones have in creating a positive travel and competition experience.

All WGC personnel are required to demonstrate behaviours reflective of WGC values while travelling and representing WGC:

- Child Centred, Child Safe
- Excellence Through Innovation
- Respect
- Teamwork
- Inspire
- Integrity

The Child Safe Travel Policy ('this Policy') outlines the minimum standard of behaviour required from WGC personnel when travelling and competing nationally and internationally.

2. Scope

This Policy applies to all individuals who conduct work for, or are connected to WGC in a paid or unpaid capacity, including:

- Staff (travelling or included in the support and planning of a trip)
- Travelling WGC gymnasts
- Travelling WGC parent or guardian chaperones
- Support Staff (travelling or included in the support and planning of a trip)

3. Child Safeguarding and Wellbeing

Safeguarding Measures (International Trips)

WGC will deliver an International Travel Support Gymnast and Family Information Session at the start of each year to all athletes who may travel internationally. This presentation will include –

- WGC and External Wellbeing Contacts
- Available support pathways and check ins
- Athlete and coach expected behaviours

International travelling athletes (and families under 18 years of age) will receive a link to this presentation tailored to their trip within 14 days of departure.

Whilst WGC athletes are training and competing overseas, WGC will schedule a mandatory check-in call with individual athletes under the age of 18 with the Child Safeguarding and Wellbeing Manager and High Performance Manager. *For athletes over the age of 18, check-in calls are offered but are not mandatory.*

If WGC athletes are away for 2 weeks or longer, additional check-in calls will be scheduled.

Check-in call times may vary due to competition schedules and external organisations planning the trip, but the schedule below should aim to be followed where possible:

1 week travelling	1 check-in call	Middle of the trip
2 weeks travelling	2 check-in calls	Beginning of Week 1 and Week 2
4 weeks travelling	3 or more check-in calls	Beginning of Week 1, as requested Week 2 +

Athlete Behaviour

Whilst travelling, training and competing nationally or internationally on WGC or GA trips, athletes are expected to adhere to the WGC Athlete Commitment Statement at all times and represent WGC with the utmost pride and professionalism.

In addition to the Athlete Commitment Statement, if an athlete is sharing a room with other WGC athletes or external athletes, it is expected the WGC athlete will:

- Respect the privacy of other gymnasts, including whilst changing and showering.
- Access only their own mobile or electronic devices, unless in an emergency and with permission.
- Only enter another gymnast's room with direct consent from that gymnast, or all gymnasts who are using the room (if a shared space).
- Remain under the supervision and care of WGC or GA coaches or chaperones. An athlete must not exit their hotel/training facility/competition facility without the direct consent of a WGC coach, or chaperone, or their parent or guardian if in attendance. For over 18 athletes, there must be a confirmed

agreement with WGC coach or WGC Head of Delegation prior to exiting their hotel, training facility or competition facility.

- Report any worries or concerns as soon as practical to their coach, parent or guardian, GA representative, WGC CSWM or HPM or Head Coach.

Athletes can also make a report online using our [Concern and Worry Form 4 Kids](#).

If WGC receives negative feedback or a report regarding an athlete's behaviour, WGC may take any of the following actions:

- Provide additional education or resources
- Facilitate mediation between gymnasts if appropriate
- Suspending the WGC gymnast
- Make further reports to GA, SIA or the relevant authorities.

Coach Behaviour

Whilst travelling, training and competing nationally or internationally on WGC or GA trips, coaches are expected to adhere to the WGC Code of Conduct, this Policy, and the WGC Coach Commitment Statement at all times and represent WGC with the utmost pride and professionalism.

If WGC receives negative feedback or a report regarding a coach's behaviour or conduct, WGC will adhere to the WGC Complaints Handling Procedure in investigating the feedback or report.

Chaperone Expectations

Chaperones are expected to adhere to the following:

- Representing WGC positively and remaining a positive role model for all athletes.
- If travelling with a team, zero consumption of alcohol in front of the athletes and no smoking in front of athletes or the team hotel.
- Using appropriate and respectful language at all times e.g. avoiding swear words.
- Staying in their own room with their own bathroom facilities and not sharing this room with athletes (*unless it is their own child*).
- Being accompanied by a WGC coach or another chaperone when entering an athlete's bedroom (for appropriate purposes only) and knocking prior (*unless it is their own child*).
- Physical contact with athletes must be appropriate and necessary for the gymnast's safety or preparation e.g. assisting with putting up hair for a competition.
- When supporting an athlete (*who is not their own child*), chaperones must limit physical contact to a pat on the back, an arm around the upper shoulder, or a brief hug. Cuddling or prolonged hugs are not appropriate. **Respect and respond to signs** that a gymnast is uncomfortable with touch.
- Chaperones cannot under any circumstances massage or stretch athletes (*unless it is their own child*).

- Reporting all concerns or breaches of WGC/GA policy immediately to the Child Safeguarding and Wellbeing Manager and High-Performance Manager via email or WhatsApp or online [Child Safety Contact Form - Waverley Gymnastics Centre](#)

4. Flights and Accommodation

Trips representing WGC

Parent or Guardian NOT Attending

- Families should contact the WGC High Performance Manager prior to booking flights, so WGC can aim where possible to book the gymnast on the same flight as the travelling coach/gymnasts.
- As per airline guidelines, and with parent permission, gymnasts over 12 years of age can fly alone, however parents can request an unaccompanied minor service for children aged 12 to 15 years with their airline. If a gymnast is flying alone, they must remain in the airport at the agreed meeting point (e.g. baggage claim) to meet the WGC coach.

Parent or Guardian Attending

- Where a parent or guardian is flying with a gymnast, they are not required to consult with the High Performance Manager prior to booking unless they wish to align their flight time with WGC.

Accommodation (International Trips)

Accommodation will be decided by WGC and communicated to families. All WGC gymnasts will stay in the same accommodation.

For national trips (e.g. National Clubs, Australian Championships), families book their preferred accommodation. Families must communicate what hotel they are staying at with the HPM prior to departure, so WGC can offer support if necessary.

Trips representing GA

Gymnastics Australia will communicate the itinerary, flight information and accommodation to families and WGC.

WGC is not involved in the facilitation of trips sanctioned by GA. If families have questions or concerns in regards to a trip, please contact the WGC High Performance Manager jessica@wgc.org.au.

5. Related Policies and Procedures

Related policies and procedures listed below are documents directly related to, or referenced in, this Policy:

[GA Safeguarding Children and Young People Policy](#)

[WGC Child Safe Code of Conduct](#)

[WGC Athlete Commitment Statement](#)

[WGC Coach Commitment Statement](#)

[WGC Parent Commitment Statement](#)

6. Version History

Version	Date Amended	Author	Change Details