



# ROTARY CODE OF POLICIES

## Youth Travel Excerpts Reference

May 2014 | Containing Board Decisions through January 2014

This document is provided as a reference for district RYLA and Interact chairs concerning travel by youth involved in Rotary programs. Please refer to the most current version of the Rotary Code of Policies for additional information about these important issues. Changes made by the RI Board of Directors to the Rotary Code of Policies override policy as stated in this reference document.

### **2.090.4. TRAVEL BY YOUTH**

Recognizing that Rotary clubs and districts are encouraged to undertake activities that develop youth, club and district programs or activities that involve minors undertaking travel outside their local community must develop, maintain, and comply with youth protection policies and written procedures. With the exception of travel and tours operated by or on behalf of host districts, Youth Exchange travel is subject to the policies outlined in Rotary Code of Policies 41.060.11.

Clubs and districts:

1. shall obtain written permission from the parents or guardians of all youth participants for travel outside the local community in advance;
2. shall provide parents or legal guardians with specific details about the program, location of event, travel itineraries, sleeping accommodations, and contact information for program organizers before departure;
3. should, when traveling 150 miles away from home residence or out of home country, require the parents or legal guardians of each minor to provide travel insurance for the minor, which includes such coverages as medical (when traveling outside home country), emergency medical evacuation, repatriation of remains, and legal liability, in amounts satisfactory to the club or district organizing the activity or event, with coverage from the time of the minor's departure from home until the return home.

Club and district policies and procedures should include:

1. volunteer application and screening procedures;
2. outlines of volunteer job descriptions and responsibilities;

3. supervision standards for ratio of adults to minors
4. crisis management plan including:
  - a. handling medical and other emergencies and providing for adult support;
  - b. procedures for communicating with parents and legal guardians;
5. written guidelines for reporting and follow-through on allegations or incidents consistent with RI policy. *(June 2013 Mtg., Bd. Dec. 196)*

#### **41.010.26 TRAVEL INSURANCE FOR INTERACTORS**

Clubs and districts inviting members of Interact clubs to participate in the programs or activities of such clubs or districts outside of their local community should, when Interactors are traveling 150 miles away from home residence or out of the home country, require the parents or legal guardians of each Interactor to provide travel insurance for the Interactor, which includes such coverages as medical (when traveling outside home country), emergency medical evacuation, repatriation of remains, and legal liability, in amounts satisfactory to the club or district organizing the event, with coverage from the time of the Interactors departure from home until the return home. *(January 2012 Mtg., Bd. Dec. 190)*

#### **41.060.11 TRAVEL BY YOUTH EXCHANGE STUDENTS**

Youth Exchange students may undertake approved travel with host parents or for Rotary club or district events. The host district shall obtain written permission from the parents or guardians of students for travel outside their local community as defined by the host district in advance.

For all other travel, host districts must ensure that parents or legal guardians are provided with specific details about the program, location, travel itineraries, sleeping accommodations, and contact information. Tours and travel operated by or on behalf of host districts are subject to the Rotary Code of Policies section 2.090.4. *(June 2010 Mtg., Bd. Dec. 210)*

#### **41.070.22 INTERNATIONAL TRAVEL BY YOUTH**

No individual Rotarian, club, or district shall undertake an alternative program structure to send minors abroad that circumvents RI youth protection policies, the foregoing Youth Exchange policy, or the immigration and travel policies of any nation or government.

No individual Rotarian, club, or district shall assist or cooperate in sending a young person abroad on an international travel activity unless careful plans are made in advance covering every aspect of the proposed trip, including approval from the district youth protection officer and district Youth Exchange chair. In districts without a youth protection officer, the district governor and the district Youth Exchange committee chair must approve the arrangements.

No club should provide an identification card, letter of introduction, request for assistance or other credential or document intended to identify or introduce a young person to a club or clubs in another country, unless complete mutual agreement has been reached in advance with respect to the hospitality or assistance to be provided by the host club.

No club is obliged to provide hospitality or assistance to any young person from another country, despite any documented or claimed sponsorship of a Rotary club, unless the host club has specifically agreed in advance to provide such hospitality or assistance. *(June 2009 Mtg., Bd. Dec. 242)*