

SCHOOL GAMES



Merseyside School Games

TEAM MANAGER'S PACK



Merseyside School Games Team Managers Guidelines

The safeguarding and care for all the young people who attend the Merseyside School Games is extremely important. The aim of the event is to ensure that all young people have a positive experience and take away memories of their sporting achievements. However, there are some key areas which we need to highlight to ensure that we all provide this.

The information below sets out guidelines of your areas of responsibility. Should you have any questions then please contact your local School Games Organiser or contact Merseyside Sports Partnership on 0151 4273889.

Parental Consent Forms

It is imperative that you bring copies of every young person's parental consent form with you on the day of the event. They must remain with you and will be required should there be a reason to contact the young person's parents/guardian or in the event of a medical emergency.



The Team Managers Declaration Form Explained (Eventbrite)

This acts as a checklist, to reduce risk to the young people in your care. The overarching accountable body for this event is Liverpool City Council and as such, it is a requirement for insurance and liability purposes that this form be completed. You will not be allowed to participate if you do not complete this form and have parental consent forms with you for each young person.

It is not a requirement for this event to obtain or retain the participant's names, who are attending. However, legislation entitles any young person who has an accident the right to claim up until the age of 21 years, as the accident may result in further damage later in life.

It is therefore the responsibility of the school to ensure that details of the young people attending this event are retained. Details of any accidents at the event itself will be logged and retained with St John's Ambulance, the venue and MSP.

Additional to the safeguarding of the young people, details of participants are collected for data and information purposes. This information is collected for Sport England at a national level, in order to demonstrate the impact of Level 1 (intra school), Level 2 (inter school/borough) and Level 3 (Merseyside) sporting competitions. The Merseyside School Games is classed as a Level 3 Event, which is a county competition. That is why it is important to collect information on the total number of participants, by gender, age etc. Please ensure that this information is accurate when you are completing.

Please read the following before signing. As Team Manager, I have obtained and have in my possession parental/guardian consent for each child attending the Merseyside School Games under my supervision. I confirm that this information includes emergency contact details as well as information on existing medical and allergy conditions. I confirm that where appropriate, each child has their medication with them at this event. In the result of an emergency, I will ensure the child is accompanied until arrangements to meet the parents/guardian can be made.



Rules and Regulations

These rules are written in conjunction with the National Governing Body for that sport. Please ensure that you have read all the information. As Team Manager, you will be responsible for ensuring that all your young people have the appropriate footwear and kit to enable them to participate in their sport. If this is not adhered to, it could result in individuals or the whole team being unable to play; this would be very disappointing for all.

Codes of Conduct

The Codes of Conduct for this event are very important and focus upon respecting each other, the event organisers and referees. Please ensure that you as Team Manager have read and understood these documents (enclosed) and then ensured that all your young people fully understand the games Codes of Conduct. Should any young person not adhere to these, they could be removed from the team and the event.

