



Expenses policy update as at 31/08/2026

Following the last meeting the committee agreed to allow for any comments, as Will was the only comment received, until the end of July. One further comment has been made by Ros in her role as junior team manager, we should perhaps acknowledge we appreciate both Ros's and Emma's contributions to Juniors as well as Jeanette and John Ashton's for the seniors at these representative events and any others.

I show the draft section and her comments below for consideration.

On occasion the Chair and Treasurer may agree, on receipt of a prior request, that a coach may be provided to transport OXAA participants (Athletes, Team Managers and Officials) to the venue, such venues being some distance outside of Oxfordshire. Spare capacity can be sold to accompanying adults. In such cases expenses will not be claimable. The coach's costs will be underwritten by the Association but seats should be priced to recover around 75% of the cost.

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Ros stated

SEAA XC is all U18 athletes so have to travel with a parent/guardian so this needs amending – we are not in charge of a coach full of athletes! (since agreed that there could be senior athletes at SEAA events – last comments below from second response)

I do think it needs amending to - transport OXAA participants (Athletes – plus parent/guardian if under 18, Team Managers and Officials) to the venue.

It's not a case of being DBS checked and the ratio of coach to athlete being 1 to 12 so if we have 48 athletes we need 4 coaches – bearing in mind the officials will not be with the athletes once they arrive. If you think cross country – walking the course, warming up, getting spikes/number on and to the start line on time, plus mopping up at the finish – you will need more than 4 coaches. Some parents agree to bring another athlete with them – but they are responsible for them not us.

For clarity SEAA XC you can enter a team of U20/senior women – the rest are U18's – so with 6 teams of 8 that's 48 U18's.

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I had tried to not be too restrictive the wording and I do not see any conflict between the current draft and Ros's objectives. However, we are creating a further sub team manager role and therefore two aspects arise.

- The team managers, and coaches/officials are DBS checked. These other team managers/safeguarding roles aren't, I believe. The DBS process is being modified a bit I understand. What do we, as the overseeing Association, require of these volunteers in this respect. And what ratio do we require/stipulate. Are we creating an approved Duty of Care process by default. The selection criteria I have, dated 2019, doesn't reflect what happens on the day, see final page, just selection. There are others on the Association who have a much better understanding of what is expected.
- Secondly, if we take Ros's comments and attach it to the policy wording will need to provide free seats on the coach or expenses for them?

