



Transport Policy

This advice should be read in conjunction with the NSPCC Child Protection in Sport Unit document “Safe sport events, activities and competitions” (2013).

Swim England recommends that getting to and from the organisation is agreed with parents/guardians when a child joins a club.

- Parents/guardians are responsible for ensuring appropriate transport arrangements to and from any training session or competitive event, except when the organisation is providing transport for the team.
- Arrangements made between parents/guardians to transport the children of other members are at the sole discretion of the parents/guardians concerned.
- The driver is responsible for ensuring that a child has and uses a seat belt. You should not use vehicles without seat belts or exceed the recommended number of passengers for the vehicle.

Harlow Penguins Swimming Club recognises that some children are capable of taking themselves home alone. Each situation should be assessed as they arise in an appropriate manner, and parental consent must be given. When considering if it is appropriate for a child to take themselves home on their own several factors should be considered by the parent/guardian and the club, for example how far they have to travel, are there any busy roads or unlit/dangerous routes.

The NSPCC provide useful guidance around assessing if a child is ready to do this which can be found at www.learning.nspcc.org.uk/research-resources/leaflets/out-alone/.

- It is not the responsibility of the coach or other poolside staff to transport, or arrange transport for members to and/or from any training session, event or gala. If a child is not collected on time please refer to the Late Collection of Children Policy.
- When transport is provided by the organisation e.g. by minibus or coach, the club should ensure written consent is obtained by each parent/guardian.
- Contact details for the parents/guardians should be checked to make sure they are up to date.

Where the organisation has agreed to transport the team to an event, the team manager will provide parents/guardians with written details of:

- The type of transport being provided, e.g. coach, minibus, etc.
- The departure time and the expected time of arrival back.
- The venue for members to meet the coach, and if different, the venue from which they can be collected upon their return.



- The contact number of a nominated officer at the event for emergency use only.

Coaches and officers unrelated to a member under 18 years of age should not in non-emergency situations transport members alone in a car or other transport. In an emergency situation the child's welfare is paramount and where a failure to act may place them at risk of harm transporting a child may be necessary. In such an emergency situation it is recommended that two Disclosure and Barring Service (DBS) checked adults from the club transport the child. In all cases the child should be seated in the back seat.

If possible consent from parents/guardians should be obtained in advance.

