



Wellington Swimming Club Transport Policy

This advice should be read in conjunction with the ASA/NSPCC document “Safe Sport Away”.

Wellington Swimming Club policy relating to transporting children in connection with all ASA activities.

- The parents, Guardians and Carers are responsible for the safe delivery and collection of their child(ren) to any training or competitive event, except when the club have organised transport for the team;
- It is not the responsibility of the coach or other poolside staff to transport or arrange transport for swimmers to and from any swimming event. Arrangements made between parents to transport the children of other club members are at the sole discretion of the parents concerned;
- When transport is provided by the club in the form of a mini bus or coach, the club should ensure consent is obtained by the parent, guardian or carer for the child to be transported by mini bus or coach and a Medical Consent to Emergency Treatment form obtained.

The Team manager will provide parents, guardians and carers with written details of:

- Where swimmers should be dropped off and met before and after the event;
- The expected time of arrival at collection point and the expected time of arrival back;
- A contact phone number for parents to use if they are unavoidably delayed in collecting swimmers or to arrange suitable alternative plans for collection;

The Team Manager will ensure they have:

- Relevant forms completed and signed by parents as outlined in Safe Sport Away;
- Details of the parents contact phone number on that evening if it differs from the numbers held by the club;

Coaches and club officers unrelated to a swimmer under 18 years should not transport swimmers alone in a car or other transport except where to fail to do so would cause the child to be placed at risk of harm. If in such an emergency situation a child has to be transported without a relative present, two suitably DBS checked adults should be present and the child should always be placed in the back seat with the adults in the front. If possible, parental/guardian/carer consent should be obtained in advance.