



ASA Transport Policy

This advice should be read in conjunction with the NSPCC Child Protection in Sport Unit document, *Safe sport events, activities and competitions*.

- Parents and carers are responsible for the safe delivery and collection of their child to and from any training session or competitive event, except when the organisation is providing transport for the team.
- 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.
- Arrangements made between parents to transport the children of other members are at the sole discretion of the parents concerned.
- When transport is provided by the organisation e.g. by minibus or coach, the organisation should ensure written consent is obtained by each parent or carer.
- Contact details for the parents 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 and carers 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 transport members 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. In an emergency, if 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/ carer consent should be obtained in advance.