

DROPPING OFF AND COLLECTING YOUNG PEOPLE AT THE CLUB/TRAINING SESSION:

* Coaches and club staff will be responsible for young people in their care.
* It is the responsibility of parent/carer to transport their child/children to and from the club.
* It is not the coach’s or volunteer’s responsibility to transport young people to and from the club.
* The club must receive permission from parents/carers for young people to participate in all competitions and away fixtures/events. .
* The club will require emergency contact numbers for parents/carers.
* The club adopts and publicises a late collection policy (see below).
* The club will provide the parents/carers with a contact number which may be used if the parent/carer will be late to collect their child/children.
* The club will ask parents/legal guardian to complete a form providing contact details, information about their child/children, i.e. medical details, etc.
* When collecting children parents must not wait in the car park, please come to the pitch so coaches and club staff are aware of who the child is leaving with.
* If parents of older children (u12 above) feel comfortable with their child walking home or arranging their own transport home, this must be expressed by coaches/club staff

LATE COLLECTION

If a parent /carer are late the club will:

* Attempt to contact the parent/carer
* Check the club contact number for any information regarding the young person
* Wait with the young person at the club, with wherever possible other staff/volunteers or parents
* Remind parents/carers of the policy relating to late collection
* If parents/carers remain uncontactable staff will need to report the situation to Local Authority Children’s Social Care Dept (Social Services) or the Police.
* Staff/volunteers should avoid: taking the child home or to any other location asking the child to wait in a vehicle or the club with you alone sending the child home with another person without permission. 

Director of Hockey Signature: Date:02/03/2018