



### **Guidance for travel to and from training and competitions**

Travelling to and from training, and to competitions, should be both safe and fun for children (which includes all those aged under 18). It should be a chance for all children to grow in confidence, self-esteem and skills.

Parents and carers will often worry when their children are being taken by somebody else, but careful planning and preparation should help to ease those worries and demonstrates that you have taken into account the various needs of their children and potential dangers.

#### **Essential planning**

The club already has the following in place:

- A Safeguarding Children Policy
- A policy and procedures for selecting / recruiting staff and volunteers
- An active Welfare Officer – Jodie Dicks.
- Procedures for reporting concerns about the welfare of a child.
- Codes of conduct

#### **Make sure you have the following:**

- A consent letter must be obtained from every parent if you ever give their child a lift to training or a competition.
- Ensure you have the following insurance in place:
  - Public and civil liability
  - Personal accident
  - Vehicle
  - Breakdown cover (whether it's a car or minibus)
- Remember to let everyone know where and when to meet.
- Ensure that anyone transporting children or young people on behalf of the club has a valid driving licence, MOT and tax when using their own vehicle.
- The more people who have completed the Safeguarding Children Certificate the better.

**There are no occasions where students are taken on overnight trips without a parent or carer present. If this should ever be the case, individual arrangements would be made between parents, and not club coaches or staff, and written consent would be encouraged.**