

# Transport Policy

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Purpose; To ensure staff/volunteers are aware of safety measure to minimise risk if they need to transport children.

It is not the responsibility of staff/volunteers to transport or arrange transport for children to/from training or matches. There are some circumstances where it is unavoidable if a child is to participate in the required training/competition and if all alternatives have been exhausted the following has to be in place;

- \* Ensure anyone providing transport to children on behalf of the affiliated club/league, region or NGB has DBS check.
- \* Check that they have appropriate insurance.
- \* Talk to the children parents/carers and get their written agreement to the arrangements.
- \* Ensure the driver has a point of contact and mobile phone should they break down.
- \* Ensure the appropriate safeguarding officer is aware of the transport arrangements.
- \* Avoid having one child alone with the driver, either by having another adult present or ensuring children are transported in groups with central pick up and drop off points.
- \* Children should be sat in the back of the vehicle.
- \* Always use seat belts and booster seats as required by law.

For further guidance please visit; [www.roadsafety.gov.uk](http://www.roadsafety.gov.uk)

It is accepted that circumstances may arise in the event of an emergency where an unaccompanied adult may need to transport an unaccompanied child. In such circumstances the appropriate safeguarding officer should be informed as soon as practically possible.

Safeguarding officer details: Danielle de Jong, [danielleccttc@gmail.com](mailto:danielleccttc@gmail.com), 07719756894