



## GUIDELINES FOR TRANSPORTING CHILDREN

The ECA appreciate that clubs could not operate without the goodwill of volunteers and parents ensuring that children are returned home or transported to training or competitions in a private car and without this support some players would not be able to participate at all, and some competitions would not happen.

However, there is a need to ensure that consideration is given to ensuring the safety and welfare of both player and driver (coach/volunteer) as there is in all club activities; this extends to the transportation of players.

The ECA encourage coaches and volunteers not to take children on journeys in their car alone. If all alternatives have been exhausted and an adult has to transport a child alone there are a number of safety measures that should be put in place to minimise the risk:

- Clubs should ensure that the driver as with all coaches/volunteers who have access to children in your organisation should have undergone a DBS check and the club should be satisfied that the information provided is satisfactory
- Clubs should check that the driver has an appropriate and valid driving licence
- Clubs should ensure that the driver has a vehicle which is fit for purpose, i.e. passed its MOT test and adequately insured
- The driver should have emergency breakdown cover, access to a mobile phone and contact details for the parent/guardian of the children they are transporting
- Parents/guardians should be informed of the person who will be transporting their child, the reasons why and how long the journey will take
- Children should wear an appropriate seatbelt that complies with current legislation, and be instructed to behave responsibly in vehicles at all times

Regular transportation - all the above points should apply and in addition:

- The driver should attempt to have more than one child in the car
- When dropping children off after a match or training session, coaches/volunteers should alternate which child is dropped off last. Ideally two children would be left off at an agreed point i.e. one of their family homes

### **Arrangements among parents**

Where parents agree among themselves to share transport for training or competitions this is a private arrangement between them. However, if the club/coach/team manager make the arrangements e.g. who will travel with whom, they (the club) become liable in the event that something goes wrong if correct procedures haven't been followed.

Competitions and overnight trips Travelling to competitions is a regular part of the sport for many junior curlers. Trips may vary from short journeys across town to play at a local rink or involve more

complicated arrangements involving overnight stays. But even what may appear as the most straightforward of trips will require some level of planning.

Communication with all parties is a key issue when planning any journeys:

- Children – they should be aware of the travel plans, venue and time for collection, time of return and any costs. Children should also have a clear understanding of what standard of behaviour is expected of them (see Club Code of conduct for junior players)
- Parents – should be made aware of the above and must have completed a consent form detailing any medical issues that the relevant people should be aware of (See Appendix 1 Medical consent form). Parents should also have the name and contact details of the relevant person in the event of an emergency.
- Other coaches/volunteers - need to be made aware of what their responsibilities are in advance of the trip (see Appendix 2 Overnight trips/accommodation for advice).

If the trip is a long journey, it is important that all coaches/volunteers have an itinerary and each other's contact details.

Associated forms and guidelines:

Appendix 1: Transport and Activity permission form

Appendix 2: Guidelines for Overnight stays and Accommodation