

## APPENDIX 15

### CHILD TRANSPORT POLICY

Below is the recommended policy that Clubs and Associations should adopt if they compete or train away from their home base. Comprehensive further advice on this policy, including checklists, is to be found in a dedicated supplementary document entitled:

#### ***“Organising Trips and Events & Transporting under 18s”***

**NB:** The above document is in the process of being written. Once finalised, it will be available for download from the BAB website: [www.bab.org.uk](http://www.bab.org.uk)

The general BAB policy relating to transporting children in connection with all Aikido activities is as follows:

- Parents and Carers are responsible for the safe delivery and collection of their child to any training or competitive event, except when the club have organised transport in respect of the team.
- It is not the responsibility of the coach or other Aikido club members to transport, or arrange transport for club members to and from any event. Arrangements made between parents to transport the children of other club members are at the sole discretion of the parents concerned.
- When transport is provided by the club in the form of a mini bus or coach the club should ensure consent is obtained by the parent or carer for the child to be transported by coach and a Medical Consent to Emergency Treatment form obtained. *Suggested forms will be found in the document “Organising Trips and Events & Transporting u18s” when available on the BAB website [www.bab.org.uk](http://www.bab.org.uk)*

The Team Manager should provide parents and carers with written details of:

- Where competitors should be dropped off and met before and after the event.
- The expected time of arrival at the collection point and the expected time of arrival back.
- A contact phone number for parents to use if they are unavoidably delayed in collecting of their child or to arrange suitable alternative plans for collection.

The Team Manager should ensure that:

- Relevant forms have been completed and signed by parents, as outlined in above.
- Details of the parents’ contact phone numbers have been obtained for the event if it differs from the information held by the club.
- The parents/guardians are aware of the Club Late Collection Policy.

Coaches and club officers unrelated to a member under 18 years of age should not transport them 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. If, in such an emergency situation, a child has to be transported without a relative present two suitably CRB 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/guardian/carer consent should be obtained in advance.