

# **Broomfield Park Swimming Club**

## **Late Collection of Children**

(based on Wavepower 2024)

BPSC understand that occasionally there are times when the late collection of children is unavoidable, or parents/guardians may be delayed or unable to collect their child from training, or after an event, on time. Parents/guardians should inform the squad coach if they are going to be delayed and come to an agreement with the club on the best appropriate action. We would expect a child whose parent has failed to turn up to return to poolside once changed should speak to the squad or head coach. If a parent is delayed or unable to collect their child from training, gala or event they should inform the club on the emergency contact numbers (at the end of the document).

If a parent/guardian arrives to collect a child and the officers are concerned at their ability to take appropriate care of the child (i.e. they are considered to be under the influence of alcohol or drugs) the club should gain advice from the Police or Children's Social Care.

## **Emergency Procedures**

### **In the event of a Parent/Guardian failing to turn up the club should:**

- Use the emergency numbers they have for the child to try to arrange for a nominated person to collect them.
- If there is no reply from the emergency contacts, ask the child if there is another family member who may be contacted. (They should be a responsible adult).
- If there is no reply or response from the above and after 20 minutes the club is unable to contact anyone else the club can seek advice from the police, Children's Social care or Multi Agency Safeguarding Hub (MASH).
- If after following the points above the child has to be transported to a place of safety by an adult club officer or coach in an emergency situation, 2 DBS checked adults should transport the child. The child must be seated in the back seat. Please see the Transporting Children Policy for further guidance.
- Club officers must never leave a child or young person alone, unless they are over 16 and parents/guardians have agreed with the club previously that their child can make their own way to and from training.
- Until the child is collected, to maintain the wellbeing of all concerned, 2 appropriate adults (ideally who hold a DBS check - or parents/guardians) must remain with the child at all times.
- When the child is collected the appropriate officer will remind parents/guardians of the policy relating to late collection.
- It is recognised some children will take themselves home (if they are over 16) but this must be with express previous permission of the parents/guardians (see point above), so the club officers must assess the situation in an appropriate manner.

### **Coaches/Teachers and Officers should avoid:**

- Asking the child to wait in a vehicle, or the club with them alone.
- Taking the child home or to another location.
- Sending the child home with another person without permission.

### **Persistent failure to collect a child/young person on time:**

- Parents/guardians who repeatedly fail to collect a child on time or who have not arrived after a reasonable period of time and have given no prior notice or informed the club that they are going to be delayed, may be failing in their duty of care to their child.
- If a parent/carer fails to collect their child or young person repeatedly with no contact or reasonable reason for the delay, the club Welfare Officer and another club officer will arrange to meet with them and discuss the matter.
- If the situation doesn't improve, the Welfare Officer should either seek advice from the Swim England Safeguarding & Welfare Team, Children's Social Care or MASH Team.

**Contact details:**

BPSC Welfare Officer Name: Carole Gold ([welfare.bpsc@gmail.com](mailto:welfare.bpsc@gmail.com))

BPSC LTS Coordinators: Bronwen and Celine ([ltscoordinator.bpsc@gmail.com](mailto:ltscoordinator.bpsc@gmail.com))