

CALVERTON AND BINGHAM SWIMMING CLUB

Late Collection of Children Policy

In accordance with leisure centre policies, parents/guardians of swimmers who are 8 and under should remain on the premises or in the viewing areas whilst their child is swimming and also supervise them in the changing rooms. (needs checking)

Occasionally, parents/guardians may be delayed or unable to collect their child from training or after an event on time. Parents/guardians should inform the appropriate officer of CABSC if they are going to be delayed and come to an agreement on the best appropriate action.

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 to the level where they are unfit to drive, and/or take care of their child) CABSC should gain advice from the police or Children's Services.

Emergency Procedures

In the event that a child has not been collected at the expected time and no contact has been made by the parent/guardian. CABSC will:

Use the list of emergency numbers for the parents/guardians (as obtained from the joining information documentation) to try to arrange for a nominated person to collect them. If there is no answer from those contacts ask the young person if they have any additional numbers of family members who may be able to help. If there is no response or reply and after 20 minutes CABSC can seek advice from Police or Children's Social Care or Multi Agency Safeguarding Hub (MASH). If the young person has to be transported to a place of safety by an adult in an emergency situation it is recommended that two Disclosure and Barring Service checked adults from CABSC transport the young person. This is to be done in accordance with the Transporting Children Policy.

The officers must never leave a child or young person alone unless they are over 16, and then only with parental / guardian consent. CABSC recognises that some young people aged 16 and over will take themselves home, however this will be in prior agreement with parents/guardians.

Until a child is collected, to maintain the wellbeing of all concerned, two appropriate officers (ideally who hold a DBS check) or parents/guardians must remain with the young person.

CABSC will avoid:

- Taking the child home or to another location.
- Asking the child to wait in a vehicle.
- Waiting with the child at the organisation on your own.
- Sending the child home with another person without permission.

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 CABSC that they are delayed, may be failing in their duty of care to their child. The Welfare Officer and another CABSC representative should arrange to meet with the parent/guardian to discuss the matter. If the situation does not improve, the Welfare Officer should either contact the Swim England Safeguarding and Welfare Team, MASH or Children's Social Care for further advice.

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