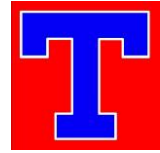




Tiverton Swimming Club

Transport Policy



Parents and carers are responsible for the safe delivery and collection of their child to and from training sessions and competitions, except when Tiverton SC is providing transport for the team.

It is not the responsibility of the coach or other poolside staff to transport or arrange transport for members to and/or from any training session, event or gala.

Arrangements made between parents to transport the children of other members are at the sole discretion of the parents concerned. Please Note: the driver is responsible for ensuring that children and young people have and use a seat belt. You should not use vehicles without seat belts or exceed the recommended number of passengers for the vehicle.

When transport is provided by Tiverton SC e.g. by minibus or coach, consent should be obtained by each parent or carer if the child is travelling unaccompanied. Contact details for the parent should be checked prior to travel and updated on Swim manager account to make sure they are up-to-date.

When Tiverton SC has agreed to transport the team to an event, the team manager or club secretary will provide parents and coaches with written details of:

- The type of transport being provided, e.g. coach, minibus, etc.
- The departure time and expected time of arrival back.
- The venue for members to meet the coach, and if different, the venue from which they can be collected upon their return.
- The contact details of a nominated officer at the event for emergency use only.

The team manager is responsible for the group at all times, including maintaining good discipline. All group members should be aware of the location of the emergency door, first-aid kit and fire extinguisher on the transport. The team manager should be aware of alternative routes or means of travel in the event of delay or cancellation. When planning supervision on transport, the team manager should consider:

- Level of supervision necessary as per Swim England policy ratios
- Safety of the group when crossing roads or car parks
- With stops at suitable locations they must ensure the safety and comfort of all members.

In the event of a vehicle breakdown or accident, the group should remain under the direct supervision of the team manager or other staff wherever possible. When getting on or off transport, the team manager should check a **register of names** to ensure the entire group is present as planned.

The team manager should arrange a central dropping point for all athletes rather than individual home drops. If a parent fails to collect a child after an event, Tiverton SC will follow the procedure outlined in the **Late Collection of Children Policy**.

Coaches and officers unrelated to a member under 18 years of age should not transport members 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. In an emergency, if a child must be transported without a relative present, two suitably DBS checked adults should be present and the child should always be placed in the back seat with the adults in front. If possible, parental/carers consent should be obtained in advance.

TSC – Transport Policy – Reviewed 03/2026 (Wavepower2025)