



GATESHEAD & WHICKHAM SWIMMING CLUB DROP OFF AND COLLECTION POLICY

All parents/carers/guardians must adhere to this policy – we accept that many families share pick up and drop off arrangements and this policy is not intended to hamper those arrangements. We ask that you ensure anyone involved in the drop off and collection of your child/children is familiar with this policy.

For swimmers aged 10 we recognise that some families may agree an alternative appropriate adult be present for the sessions e.g., another swim parent; however, the swimmer and the alternative adult must be aware of and agree to the arrangement.

Policy Statement

The safety and well-being of each swimmer is the Club's priority. As a parent/carer/guardian, you play a key role in ensuring your children's safety as you are responsible for them until they are poolside, when the coach takes over. We need a working partnership to keep your children safe. With this in mind, the respective responsibilities of parents/carers/guardians and coaches are set out below and guidance provided to help keep our swimmers safe.

This policy applies to both training sessions and galas. Exceptionally, if there is any variation to policy you will be notified in advance by your squad rep or, in the case of a gala, the team manager.

Drop-off

Parents of all swimmers under the age of 14 should **accompany their children into the pool facility** to ensure they arrive safely and **must wait until** the coach taking the session arrives. We suggest, as a minimum, you ensure your child is poolside before leaving.

During Sessions

Swimmers aged 10 and under **are expected** to have a parent or other nominated responsible adult present at the pool facility for the duration of their session. Not only is this in the interest of the welfare of the children in the event that they become ill or distressed, but also allows parents to support their swimmers as they learn to swim or develop their skills.

It is **recommended** that parents of swimmers aged 11 to 13 also remain present during the session to support their children.

Collection

The coaches are responsible for swimmers when they are on poolside, where they will ensure their safety and welfare. Beyond the poolside, responsibility for swimmers' safety and welfare lies with parents/carers/guardians.

Parents of all swimmers under the age of 14 **should collect their child from inside the pool facility**. Parents are **expected to arrive at the time the session finishes** rather than when they think their swimmer will be ready so that they can assume responsibility for their child on leaving poolside. **It is the parents' responsibility to ensure that they arrive promptly to ensure their children are not left unsupervised.**



If a child has to get out of the session early due to illness or injury, they will be asked to remain on poolside until their parent arrives. If a session finishes early, coaches will supervise the children until the published session finish time. If the squad rep is present, he/she will attempt to contact parents by phone to advise of the change in circumstances.

If parents are not staying during training sessions, they should make sure they are contactable by phone. **Parents MUST ensure contact details in Club Organiser are up to date as this is the contact number we will use in these circumstances.**

Policy for The Late Collection Of Swimmers

Where a parent is unavoidably delayed and knows they will not be able to arrive on time to collect their swimmer, they should arrange for an alternative nominated responsible adult to collect them or remain with the swimmer until they can be collected.

Failing this, parents should contact the squad rep or relevant pool facility in advance of the end of the session so that the coach can be alerted and ensure their swimmer is supervised until they or an alternative nominated adult arrive.

Where no notice has been given of late collection and the coaches become aware that a swimmer remains uncollected, they will use the emergency contact details on Club Organiser or, if a coach is unavailable, the swimmer should present themselves to the squad rep or pool facility's duty manager for assistance.

Swimmers under the age of 14, if not collected, **should not leave the building unsupervised.**

Parents are asked to make their children aware of this policy.

In line with the Swim England guidance, persistent failure to collect a child on time will be referred to the Club's Welfare Officer.

Contact Details

If there are any questions regarding the above guidelines, please contact the Welfare Officer:

Jamie Renwick

Email: childprotectionofficer@gawswim.org.uk

Leisure Centre Details

Dunston 0191 433 5757

Elswick 0191 481 4101