**1 Introduction**

**Harrogate Cricket Club**

**Pick up and Drop Off Policy**

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| **The ECB advises that all clubs have a ‘Pick up and Drop Off Policy’ and this is shared at the club registration evening and that an email is sent with this information also. This covers travel to and from matches and training. This policy covers both training at Harrogate CC (St Georges’ Road) and away fixtures/festivals. This policy also covers the late collection of children.** |

**It is not uncommon for Parents/Carers to leave their child(ren) during training sessions or matches. Whist Parents/Carers are encouraged to remain, the club recognises that it is not always practical for the Parent/Carer. In these cases the age group coach and/or team manager is to adhere to the following ‘pick up and drop off policy’.**

**2 Rules - Pick up/drop off**

* Inform Parents/Carers that if they cannot stay, the coach is to be informed. The coach is to ensure the Parent/Carers is made aware of the collection time. All children up to and including the Under 11 age group must bring the child(ren) to the coach and register them.
* The coach must keep a register of children attending the session/fixture.
* At the end of the session/fixture coaches are to ensure Parents/Carers collect their children.
* Children must not be allowed to go in the car of another Parent/Carer unless permission has been granted in advance by the parent to the Coach/Team Manager.
* Children must be collected by Parents/Carers. **Other arrangements, i.e relatives or neighbours must be texted or emailed prior to training/fixture/event.**
* Children in the Under 13 age group cannot walk home from training or a match on their own unless permission is given from their Parents/Carer.
* If a Parent/Carer is happy for their child to return home on their own (for example, walking) then the Parent/Carer must provide written consent for this. No child Under 11 age group or under should be allowed to do this.

**3 Late collection - in the event of late collection of a child(ren) the following procedure should be adopted.**

* Under no circumstances is a child(ren) to be left unaccompanied. An adult, preferably the coach, and preferably one other adult should remain at the ground.
* The Parent/Carer should be contacted, and failing this, the other emergency contact should be called.
* Should no answer be received and the children remain uncollected after 30 minutes then the **Police must be called on the non-emergency number of 101.** (This is necessary, as the assumption is that an emergency has occurred which will require the police/child services to take charge of the child).
* Under no circumstances must the coach take the child home (neither to the child’s or the coach’s) or dropped off at a neighbour’s house (even if the child states it is fine, it is not)