



Isle of Wight Hockey Club

Travelling to Matches Policy

This policy should be read as part of the 'The Isle of Wight Hockey Club' Child Protection Policy.

Policy Statement

'The Isle of Wight Hockey Club' has guidelines for procedures and good practice while travelling to matches. The majority of situations that can and may occur are already covered in 'The Isle of Wight Hockey Club Child Protection Policy' and the 'Injuries and Illness Policy'.

Staff Ratios

Parents/carers have been/will be made aware that there will be never less than 2 but ideally 3 volunteers travelling with the team. In the case of girls' matches, The Isle of Wight Hockey Club will endeavour to always travel with at least 1 female volunteer or parent/carer **but this may not always be possible**. The only time the number of volunteers may be different is on the journey from the Ventnor pick-up point to the ferry and from the ferry back to the Ventnor drop-off point at which times there may only be 1 volunteer on occasion. This is because one of the volunteers is likely to meet the team in Ryde just prior to boarding the ferry.

Transport

Minibus

The following statements shall apply when travelling to matches:

- The minibus shall be subject to a safety inspection before each use
- All passengers in the front of the minibus and all U18s in the rear of the minibus shall be required to wear a seatbelt.
- Drivers shall not rely on children to assist them with parking.
- Passengers will only enter and exit the bus through the front passenger door or the sliding side door. The rear doors must not be used for this purpose. No-one must exit the bus until the driver states that it is safe to do so and an adult volunteer is in a position to supervise.
- The walk ways and doors of the bus will be kept clear to facilitate exit in case of an emergency.

Changing Rooms

There will be no supervision in changing rooms.

If a child feels uncomfortable changing or showering in a public changing room, no pressure will be placed on them to do so. Instead, they will be encouraged to shower or change at home.

Collection by parents/carers

Parents/carers shall be provided in writing with a time table prior to each match and will be expected to drop-off or collect their children at the stated times.

Late collection of children

Late collection of children by parents/carers presents the volunteers of The Isle of Wight Hockey Club with a potentially difficult situation. The following statements apply:

- Parents/carers should remember that it is not the responsibility of the volunteers of 'The Isle of Wight Hockey Club' to transport children home on behalf of parents/carers who have been delayed.
- Parents/carers will be provided with contact numbers to inform volunteers of 'The Isle of Wight Hockey Club' of any situation that may cause them to be late for collection
- Parents are asked to provide an alternative contact name or number, for staff/volunteers to use when they are not available on their usual number.

In cases of late collection, staff/volunteers:

WILL:

- Attempt to contact the child's parent or carer on their contact number.
- Use any alternative contact name/number if necessary.
- Wait with the child/young person at the school or sport facility (as agreed), with other staff/volunteers or parents present **if at all possible**;
- Ask other parents/carers collecting their children to stay behind especially if only 1 volunteer is present at the time.
- Remind parents/carers of the policy relating to late collection.

WILL NOT:

- Take the child home or to any other location;
- Send the child home with another person without permission from a parent or carer.
- Ask the child to wait in a vehicle or sport facility with them alone.