



## **Morpeth Amateur Swimming Club**

### **Collection of children**

#### **After a session is completed**

The view of Swim England is that each affiliated club has a reasonable duty of care to their members, which extends to an awareness on the part of the club that their junior members have been collected, in so far as is possible, at the conclusion of a session, i.e. that a member is not left unsupervised if a parent/guardian is late. This has to be age appropriate, i.e. a 17-year-old is capable of getting themselves home, but a 12-year-old is not.

- Parents/guardians of children 12 years and younger should wait in the leisure centre foyer for their child to come out of the changing rooms (mornings and evenings).
- For children 13 years and older, parents/guardians are welcome to wait in the foyer but if you choose to wait outside the main doors or in your car, you must ensure that your child is aware of this arrangement. They should go back into the leisure centre if you are not there and tell a coach/parent volunteer on poolside in the next session. If the session is the last one of the evening, they should advise a coach, poolside helper or volunteer parent.
- Sessions that finish at 9pm, it is essential that swimmers are out of the changing rooms by 9.10pm. This is out of respect for our volunteers who give many hours of their time to the club and want to go home to their families in reasonable time.
- Morning sessions - children 12 years and younger should be met by parents/guardians before heading to school (even if school is in Morpeth). If you feel that your child of 13 years or over is responsible enough to make their own way to school, please notify the welfare officer that they can do so.

#### **Late collection of children**

Occasionally, there are times when the late collection of children is unavoidable.

Parents/carers may be delayed or unable to collect their child from training or after an event on time. Parents/carers should inform the appropriate officer at the club (e.g., Coach or Team Manager) if they are going to be delayed and come to an agreement with the club on the best appropriate action e.g., how long they are going to be or provide details of alternative arrangements for their child to be transported home.

If you are unable to contact anyone please contact the leisure centre and ask them to pass on a message.

Morpeth Riverside Leisure Centre - 01670 629353

Ponteland Leisure Centre - 01661 825441

If a parent/carer arrives to collect a child and the Coaches or Club Officers are concerned at their ability to take appropriate care of the child (i.e., they are under the influence of alcohol or drugs) then the club should gain advice from the police or Children's Social Care

### Emergency procedures

If a child has not been collected at the expected time and no contact has been made by the parent/carer, coaches or officers will:

1. Use the emergency numbers they have for the child to try to arrange for a nominated person to collect them.
2. If there is no answer from those contacts, ask the child if they have contact numbers for any other family member who may be able to help.
3. If there is no reply or response from the above and after 20 minutes the club officer cannot contact anyone else, then the club can seek advice from police or Children's Social Care or Multi Agency Safeguarding Hub (MASH)
4. If following either points 2 or 3 the child should remain at the location with an adult club officer, coach, volunteer and where possible, hold a Disclosure Barring Service (DBS) check. The child should only be taken to another location in the case of emergency and/or the current location poses a risk of harm. In all cases the child should be seated in the back seat of a vehicle if they are transported to another location.
5. Morpeth Amateur Swimming Club (MASC) Officers or Coaches must never leave a child alone unless they are over 16, and parents/carers have agreed with the club previously that their child can make their own way to and from training.
6. Until a child is collected, to maintain the wellbeing of all concerned, where possible two appropriate MASC Officers/Coaches (ideally who hold a DBS check) or parent volunteer must remain with the child.

Morpeth Amateur Swimming Club Coaches or Officers should avoid:

1. Taking the child home or to another location.
2. Asking the child to wait in a vehicle.
3. Waiting with the child at the Leisure Centre on their own (if unavoidable, they should wait in a public area of the leisure centre)
4. Sending the child home with another person without permission

### Repeated incidents

Parents/carers who repeatedly fail to collect a child on time or who have not arrived after a reasonable period and have given no prior notice or informed the club that they are going to be delayed may be failing in their duty of care to their child. The Welfare Officer and another Club Officer should arrange to meet with the parent/carer and discuss the matter. It may be that the parent/carer can be assisted in arriving promptly. For example, making arrangements with another parent/carer. If over the next few weeks there is no change the Welfare Officer should either contact the Swim England Child Safeguarding Team, Children Social care, or MASH team for further advice.

Emergency Contact details

- Police call 999.
- Multi-Agency Safeguarding Hub (MASH) - 01670 536400
- Northumberland Social Care Emergency Duty Team - 0345 6005252