<insert club/organisation name here>

picking up and dropping off children

# Our commitment

Our club is committed to providing a safe environment for the participation of children and young people. Part of this is ensuring that children and young people are not left alone after practice or games.

# What we will do

* Make sure parents/guardians and children know the time and location of practice and games and when they can expect to collect their children.
* Request coaches and other sporting personnel to arrive before scheduled practice or game times.
* Give coaches a register of parent/guardian emergency contact numbers and make sure they have access to a phone.
* Ensure that if parents/guardians are late, coaches will try to make contact with them and:
  + ask the second to last child and their parent/ guardian to wait with the coach/official and the child
  + get parents/guardians to collect their children from the club room (e.g. if there is a club room where other people will be).
  + avoid transporting children to their homes unless permission has been given by parents/guardians.

# What we ask you to do

* Pick your children up on time or make other arrangements.
* Inform the coach about any changes in arrangements for picking up your child.

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| I, <INSERT YOUR NAME> have read and understood the policy and will abide by it as a member of <INSERT YOUR ORGANISATION’S NAME>. |
| Signature: |
| Date: |
| If under 18 years of age, parent/guardian: |
| Signature: |
| Date: |