



## **KCC Pick up/Drop off Policy**

### **Introduction**

The following policy should be read by all parents/guardians and coaches and team managers in conjunction with the Transporting Children Policy. It covers all junior events, matches, training and festivals both home and away.

It is not uncommon for parents/guardians to leave their child(ren) during sessions or matches. Although we encourage parents/guardians to remain on site, we realise that this is not always practical for the parent/guardian. In these cases, the following policy is to be adhered to by the coach/team manager and the parent/guardian.

### **Club Policy**

- If a parent/guardian cannot remain on site, the coach is to be informed. The coach is to ensure that the parent/guardian is made aware of the collection time. All children up to and including the U11 age group must be accompanied by the parent/guardian to the coach to enable the coach to register them.
- The coach/team manager must keep a register of the children attending the session.
- At the end of the session/match, coaches are to ensure parents/guardians collect their children.
- Children are not permitted to go to the car of another parent/guardian unless permission has been received in advance by the coach/team manager.
- Children must be collected by parents/guardians. Any other arrangement must be notified in writing to the coach prior to training/match/event. This can be via email or Spond to KCC.

- Children in the U15 and U13 age groups cannot leave a training session/match/event unaccompanied unless written permission has been received from the parent/guardian.
- No child in the U11 age group or below is permitted to leave a training session/match/event unaccompanied.
- **Late Collection.** In the event of late collection of a child(ren), under no circumstances is a child(ren) to be left unaccompanied. The coach/team manager or suitable club official at training sessions and one other adult should remain at the ground.

KW March 2024

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