

Dynamics Gymnastics Late Collection Policy

Dynamics Gymnastics understands that despite every effort on the part of the parent/carer to collect gymnasts and young coaches on time, unforeseen delays can occur. In this situation, Dynamics Gymnastics requests that parents/carers contact the club on 07775428820 at the earliest opportunity to explain the situation and provide clear guidance on what they wish the club to do e.g. give consent for another parent to transport their child home.

Dynamics Gymnastics adopts the following British Gymnastics guidelines on how to respond where a parent/carer, for whatever reason, does not arrive at the required time to collect their child and has not successfully contacted the club:

- A minimum of two adults supervise the child in the gym. Where this is not possible, one adult remains with the child in a public area e.g. school or sports centre reception.
- Once fifteen minutes beyond the time of the end of the child's class has passed, the Class Manager/Head Coach uses the emergency contact details for the child to contact the parent/carer and subsequent emergency contacts until someone is reached.
- Where an emergency contact has been reached, the Class Manager/Head Coach will respond to their instructions.
- If none of the emergency contacts can be contacted, the Class Manager/Head Coach will ask the child if there is another family member who may be contacted.
- If no-one can be reached and a full hour has passed since the end of the class, the Class Manager/Head Coach will contact the local police or Children's Social Care Services to enquire about the best course of action.

N.B. If the young person is between the ages of 16 – 18, the Class Manager/Head Coach will carry out an appropriate assessment of the situation as it arises acknowledging that some young people aged 16 and over can go home alone if their parent is delayed.

The Class Manager/Head Coach or other adult present will not:

- Take the child home or to another location.
- Ask the child to wait in a vehicle or the club with them alone.
- Send the child home with another person without permission.

Parents/carers who persistently fail to collect a child on time or have not arrived after a reasonable period of time, and have given no prior notice or informed the club they are delayed, may be failing to provide adequate care for their child. If the parent/carer makes no effort to contact the club or provide a reasonable explanation for the delays, the Class Manager/Head Coach will report the incident to the Dynamics Gymnastics Welfare Officer. If there is a repeat late collection incident, the Welfare Officer and a Dynamics Gymnastics Manager will arrange to meet with the parent/carer to discuss the matter and subsequent late collection incidents will be reported by the Welfare Officer to the local Children's Social Care Services.

Should a parent/carer arrive to collect a child and there is concern that their ability to take appropriate care of the child may be impaired (e.g. the parent/carer is considered to be under the influence of alcohol or drugs to the extent that she/he is unfit to drive, and/or take care of the child) the Class Manager/Head Coach will seek advice from the police or Children's Social Care Service immediately.

Written: Feb 2010

Review due: Feb 2013