



GUIDELINE FOR TRANSPORTING CHILDREN AND YOUNG PEOPLE

INTRODUCTION

Sporting organisations and clubs rely on parents and the goodwill of many volunteers to ensure children and young people are transported to and from training, competitions, and events.

It is reasonable for clubs, leagues, associations and sports administrators to place responsibility on parents to ensure appropriate and safe travel arrangements. However, from time to time, children and young people may require the help and support of other parents, coaches or sports administrators to get to and from training and events.

In appropriate circumstances, you may need to accompany or transport a child or young person in your private vehicle or by bus.

Where a club, league, association, coach or sports administrator is organising transport for children and young people, the organiser has responsibility to take reasonable steps to safeguard these children and young people for whom they have a duty of care.

The purpose of this guideline is to inform coaches, managers, clubs, leagues, associations and parents/carers of the steps to be taken when providing transport for children and young people.



KEY CONSIDERATIONS FOR CLUBS AND ASSOCIATIONS

If you are required to transport a child, children and/or young people consider the following questions when assessing risk:

- Have parents/carers been made aware of this transporting children and young person guideline?
- Have parents/carers agreed to transport arrangements, including details of the driver, the reasons why transport is required and how long the journey will take or if the arrangement is on a semi-regular basis?
- Have parents/carers signed the travel approval form?
- Establish the suitability of the driver - do they have a working with children check (or State/Territory equivalent)?
- Will anybody else be travelling in the vehicle apart for the identified child, for example, another adult or another child or young person?



TRANSPORTING CHILDREN AND YOUNG PEOPLE

When transporting children and young people follow these safety measures to reduce risks:

- Ensure the driver has a valid driver's license, car insurance and that the car is road worthy prior to carrying children and/or a young person.
- As a safety measure, where possible, try to have more than one child in the car or another responsible adult.
- If transporting children on a regular basis, it may be worth considering alternating what child or young person is dropped home first, or where there are multiple volunteers who transport children, alternate the driver.
- Minimise the time an adult has alone with a child or young person.
- Ensure the driver has contact details of the parents/carers.
- Ensure children and young people are comfortable travelling with the designated driver and that they understand the travel arrangements.
- Ensure children and young people always wear seatbelts and sit in the back seat.



Transport should only occur with consent of a parent or carer and if another person in football or umpiring (authorised club member, manager, junior football coordinator) is informed by text/email.

Where possible, a travel approval form should be signed in advance of transporting children and young people.

Where it's a last-minute emergency, ensure you contact the parent or carer and confirm time of departure and time of arrival at their home with both the parent or carer and their child.



PARENTS/CARERS

Please familiarise yourself with this guideline. Where possible, a travel approval form should be signed in advance of transporting children and young people. If assistance is required completing the travel approval form, please contact your local club or association.

We want all children and young people in football to *be safe, feel safe, play safe.*