



## Richmond Dales ASC Policy Documents

From Wavepower 2016-19

### Late Collection of Children Policy

Occasionally, parents may be delayed or unable to collect their child from training or after an event on time.

The following list of emergency numbers is for the use of parents/carers in such situations:

**Catterick Leisure Centre**

**01748 831030**

**Richmond Pool**

**01748 824581**

**Head Coach- Chris Dove:**

**07402 223266**

**Assistant Coach- Keith Hall:**

**07725 108928**

Parents who persistently fail to collect a child on time or who have not arrived after a reasonable period of time, and have given no prior notice or informed the organisation that they are delayed, may be failing in their duty of care to their child.

The organisation should use the emergency numbers they have for the child to try to arrange for a nominated person to collect them.

If a parent arrives to collect a child and the officers are concerned at their ability to take appropriate care of the child (i.e. they are considered to be under the influence of alcohol or drugs to the level where they are unfit to drive, and/or take care of their child) the organisation should gain advice from the police or Children's Services.

The organisation should:

- Attempt to contact the parent/carer from the information sheet completed on joining/renewing membership.
- Attempt to contact the emergency contact or nominated person.
- If there is no reply from the parent, emergency contact or nominated person, ask the child if there is another family member who may be contacted.
- Wait with the young person at the organisation with at least one other responsible adult, e.g. an official, coach, teacher, volunteer or parent.

- If you are unable to reach someone, contact the local police to enquire about the best course of action.

- Remind parents/carers of the policy relating to late collection.

RDASC will avoid:

- Taking the child home or to another location.
- Asking the child to wait in a vehicle.
- Waiting with the child at the organisation on your own.
- Sending the child home with another person without permission.

#### **Persistent failure to collect a young person on time**

If a parent/carer fails to collect their child or young person on several occasions, with no contact from them or reasonable explanation for the delay, the welfare officer and another officer should arrange to meet with them and discuss the matter. It may be that the parent/carer can be assisted in arriving promptly.

If over the next few weeks there is no change, the welfare officer should either contact the ASA Child Safeguarding Team, Children Service's or MASH team for further advice.