

Guidelines for Transporting Children & Young People

It is important to ensure that all steps are taken to ensure the safe transport of children and young people.

If children are to be transported by coach the following should be considered:

- Use a reputable company providing transport and necessary insurance
- Ensure sufficient supervisors are on each coach
- All participants have a seat and seat belt regulations are adhered to
- Parents/carers are issued with detailed information of pick up and drop off points and times
- All supervisory staff are issued with all relevant information of passengers e.g. name/contact number, pick up/drop off point, name of parent/carer to collect, emergency telephone number.
- Participants are not to be left unsupervised i.e. dropped off and a parent/carer is not there

Responsibility

It is the responsibility of the organising official to ensure that the travel arrangements and transport used are suitable for the journey. Vehicles transporting players should be appropriate, roadworthy and insured. Drivers must be appropriately licensed and are responsible for the maintenance and care of their vehicle during the trip.

Minibuses and coaches

Minibuses and coaches carrying groups of three or more children (aged 3 to 15 years) must be fitted with seat belts for each child. Where seat belts are provided, they must be worn. Vehicles used to transport wheelchairs should have anchor points. The driver must be suitably qualified and experienced in driving a minibus or coach.

Private Cars

If private cars are used for transport, you should ensure parental consent has been obtained.

It is the responsibility of the driver to ensure that the travel arrangements and type of transport are suitable for the journey. Vehicles transporting players should be appropriate and roadworthy and they should also have the appropriate licence and insurance cover. The insurance cover when transporting people as part of work, whether paid or not should be business cover (insurance companies charge very little for this extra cover). It is the driver's responsibility for making sure the players have seat belts and use them. Vehicles without seat belts should not be used.

Child Seats/Restraints

The law says that all children under the age of 12 must use some form of child car seat, unless they are taller than 135cm (4ft 5in). Regardless of whether the child is in the front or rear seats in cars, vans and other goods vehicles, the child must travel in the correct child restraint for their weight with very few exceptions.

The correct child restraint may be a rearward facing baby seat, forward facing child seat, booster seat or booster cushions. The law states that it is the driver's responsibility to ensure that children under the age of 14 years are restrained correctly in accordance with the law. The law does not require child restraints to be provided in taxis, private hire vehicles, minicabs, minibuses, buses or coaches, although they must be used if available. Seat belts must be worn, if fitted.

Transporting Children (U18)

It is important that adults driving U18 players around are not put in a position where they are alone with the player. If this is absolutely necessary and approved by the club/national governing body then parental permission should be obtained. When groups of players are travelling together in a private car then a central collection and dropping point should be arranged. Particularly reminder for coaches: you are not a 'taxi driver' you are a bowls coach. It is the parents' responsibility to get their child to a certain location or event.