



# Registration (Dropoff and collection) Policy: Ruthin & Denbigh Gymnastics Club Ltd updated 1.5.20

## Statement of British Gymnastics Good Practice

Ruthin & Denbigh Gymnastics Club Ltd is guided by British Gymnastics' policy on Safeguarding and Protecting Children and comply with their essential practice guidelines.

It is essential that parents/carers dropping off and collecting children at gymnastics classes come into the training hall itself. It is not acceptable for British Gymnastics Members to be dropped off outside a facility or to ask your child/ren to meet you outside.

We take our responsibility very seriously to fulfil our duty of care and ask that parents support us in doing this.

Members who are over 14 years old, please ask the Head Coach for a dropping off mutual consent form.

## Hand-over Notice

Ruthin & Denbigh Gymnastics Club accepts responsibility for your child when they are registered at the meeting points inside the training hall.

## Registration Meeting Points

**Clwyd House - red gate inside building**

**Ruthin Leisure Centre – reception desk inside sports hall**

Please do not leave or drop your child in the foyer as there is a risk that your child can leave through the front door and the Club does not have a member of staff on the door to manage that risk.

We take our responsibility very seriously to fulfil our duty of care and ask that parents support us in doing this.

Members who are over 14 years old, please ask the Head Coach for guidance on the BG dropping off mutual consent form.



### **Dropoff guide for parents**

- All members must book in prior to their session starting with their parent /guardian and we have a policy during normal operating times that the child is walked to the registration meeting point (in the Clwyd House this is the red gate inside the building and in Ruthin Leisure the welcome desk in the training hall).
- Members should arrive 5 minutes prior to the class starting.
- Parents please drop and collect in the designated areas inside the training hall but please do not enter the gym– this is for safeguarding reasons.
- Please do not block any entrance and exit points
- Please come into the gym door to drop and pick your child up – please do not instruct your child to walk out to meet you in the carpark.
- Please read or take a photo of our notice boards for any important information.

### **Exemption request for 14 + years**

If your child is 14 years old or over and you consider it to be safe, you may wish to take the decision for them to attend their class and/or leave it independently. If so, please complete the "Consent request form for independent older children (14 years and over) to attend and/or leave classes unaccompanied" *by request from the Head Coach.*

*(Please note that in the eyes of the law a child is a child until their 18<sup>th</sup> birthday).*

### **Collection by another 18+ Adult**

Our coaches have a legal 'duty of care' for your child/ren which begins when you register them with the class registrar at the red gate and only ends when you collect them; we cannot allow children to leave the facility without being met.

If someone other than the usual parent/carer will be collecting your child/ren, please let us know in advance if at all possible, to avoid any embarrassment.

### **Parents in support of our club**

A good partnership between the home and Club ensures that children are happy during their sessions. We are very fortunate to have very supportive and friendly parents without which we would not be able to function so successfully. Our parents recognise that developing children is a process that involves partnerships between parents and club community.



Parents play an important role in the success of their child. With the right kind of support and encouragement, young people will progress well and enjoy a rewarding experience. It is likely that a child will remain in the sport with the right support at home alongside our positive Club environment.

### **Parent Spectator Viewing area**

The spectator area is a controlled spectator environment, in line with British Child Protection Guidelines and the club makes every effort to make parents welcome to be involved in their child's training whether that be through chatting about their progress or watching their development in events or arranged viewing sessions.

We limit viewing at the beginning of sessions in the warm up and focus skills as we aim to provide a safe environment that provides:

- ✓ Children to focus on their gymnastics without distraction.
- ✓ Allow a suitable controlled environment for our Coaches to fulfil our duty of care to oversee any child needing to leave the training hall safely.

This is not to discourage you to watch and enjoy the progress of your child

Each venue has its safeguarding procedures and restricts areas of the venue to parents however viewing RDGC Ltd is fully supported and encouraged 30 minutes before the end of a session to enjoy the development of your child.

RDGC Ltd Award schemes also allow gymnasts to share their achievements with their families and ceremony of Awards takes place to meet and share in this celebration with our parents and families.

Thank you for helping us to fulfil our child protection obligations.



# Consent request form for independent older children (14 years and over) to attend and/or leave classes unaccompanied: Ruthin & Denbigh Gymnastics Club Ltd

Name of Gymnast: .....

Date of birth: ...../...../..... Age.....

Day of their class: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Start time: .....end time.....of their class

Period of consent please state.....or indefinitely (circle)

I give consent for my child, named above, to attend and/or to leave (delete as appropriate) their gymnastics classes independently.

The club advises that it is the duty of the parents to assess the risks associated with the child's route home from gymnastics and balance it against their own child's confidence and autonomy. *(Please note that in the eyes of the law a child is a child until their 18<sup>th</sup> birthday).*

Additional comments

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Signed: ..... Date: .....

Print name: .....

Relationship to gymnast.....

(Parent with responsibility/guardian/carer etc.)

Policy from

By signing this consent form you UNDERSTAND THAT YOU are restricting us to fulfil our child protection obligations and agree that the club cannot accept responsibility for your child's attendance or departure from the club.

Authorised by _____
Date ____/____/____