

# CITY OF SOUTHAMPTON SWIMMING CLUB

The Quays Swimming and Diving Complex  
27 Harbour Parade, Southampton, SO15 1BA

## CSSC Drop-Off and Collection of Swimmers Policy

The safety and well-being of each swimmer is the Club's priority. This policy aims to outline the responsibilities of parents and coaches, before during and after training sessions.

- Parents remain responsible for the safety and welfare of their children when not poolside (or in land training).
- The coaching and poolside staff are responsible for swimmers' safety and welfare when they are poolside or in club organised land training sessions.

### Drop-Off

**Until the swimmer is with their coach either poolside or in the land training venue, the responsibility for the safety and welfare lies with the parents.**

CSSC recommends that parents (or a parent nominated responsible adult) of all swimmers under the age of 13 should accompany their children into the pool/land training facility to ensure they arrive safely and go straight into the changing rooms or to the land training venue. We ask that parents with swimmers under the age of 13 do not drop their child/children off at the roadside or leave them in the car park.

Parents of swimmers under 13 that are not staying to watch the session should ensure their swimmer is on poolside or accompanied to the appropriate land training venue and to ensure that a coach is present before leaving the complex.

### During Sessions

The coaches are responsible for swimmers when they are on poolside or in the land training venue where they will ensure their safety and welfare.

All parents are welcome to stay and watch their child/children and we would encourage parents of younger children to do so. Not only is this in the interest of the welfare of the children in the event that they become ill or distressed, but it also allows parents to support their swimmers as they develop their skills.

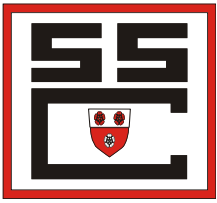
**Parents are not allowed poolside** and must stay in the designated spectator area. Should you wish to speak to your Coach the best option is to email and make an appointment in advance. Otherwise you must wait until they come off poolside at the end of the session and ask to speak to them.

### Collection

When the swimmer leaves poolside (or land training), responsibility for the child's/children's safety and welfare lies with the parents.

We ask that parents of all swimmers under the age of 13 collect their child/children from inside the pool facility.

Parents are expected to arrive at the time the session finishes rather than when they think their swimmer will be ready so that they can assume responsibility for their child on leaving poolside or land training. It is parents' responsibility to ensure that they arrive promptly to ensure their children are not left unsupervised.



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Parents that are not staying during sessions/swimming lessons should make sure they are contactable by phone (at one of the contact numbers provided to the club).

## Early Collection

If a child has to get out of the session early due to illness, they will be asked to remain on poolside until their parent arrives. They will only be allowed off poolside early if it is confirmed their parent is on-site.

If a session finishes early the coaches will supervise the children until the published session finish time.

If a child would like to leave a session early (say for an appointment) the parents are responsible for emailing the coach at least 2 hours prior to the session to confirm this is authorised by yourself. Alternatively you must provide a written note for them to give to the coach at the beginning of the session. The swimmers will not be allowed to leave early unless we have this confirmation from a parent / guardian as the coach remains responsible for the child during the entire duration of the session.

## Late Collection

On occasion we understand that parents may be delayed and unable to collect their child from training or after an event. It is the parent/carer's responsibility to ensure the club has up to date contact numbers for you in case of an emergency or for use in situations such as these.

After the swimmer leaves poolside or land training, the parents are responsible for the welfare of the child. Please note that coaches sometimes have two sessions back to back and may not see that a child has not been collected from the facility.

Where a parent is unavoidably delayed and knows they will not be able to arrive on time to collect their swimmer, they should arrange for an alternative nominated responsible adult to do so or to remain with the swimmer until they can be collected. If you are unable to do this, you must attempt to contact your coach or a club officer and provide clear guidance on what the club is required to do i.e. the parent must give consent if they wish another parent to transport their child home. Swimmers under the age of 14, if not collected, should not leave the building unsupervised and must stay inside the facility until you arrive and notify a coach, club official or facility staff member that they have been collected. **Parents must ensure their children are aware of this policy.**