

# Travelling Policy

The Travelling Policy provides guidance for everyday transport arrangements that need to be considered for young people. There are the basic transport regulations and laws plus advice that must be observed for the safety of children.

## Travel arrangements

All travel arrangements must be clearly communicated to those involved. If anyone takes on the responsibility of transporting young people, there are some necessary precautions.

### Club/Region/National arranged transport

Where a club, region or Swim Ireland takes on the responsibility for arranging transport those involved with the responsibility for young people must meet the safeguarding requirements i.e. be vetted and attend safeguarding training.

Examples:

The club, region or Swim Ireland appoint a parent to transport young people: the parent must have undergone a successful vetting application and have attended safeguarding training.

The club, region or Swim Ireland arrange a bus with appointed leaders to travel in the bus: the leaders appointed must have undergone a successful vetting application and have attended safeguarding training.

### Privately arranged transport

Where a club, region or Swim Ireland do not provide transport or have requested athletes to make their own way to an event or activity the responsibility for travelling is with the parent.

Example:

A parent agrees to take a number of young people to an event as an arrangement between parents: there is no Swim Ireland requirement for vetting or safeguarding as this is a private arrangement between individuals.

## Transport Considerations

1. Any transport provided for young people must:
  - Be adequately insured
  - Have sufficient seats and seat belts for the passengers
  - Obey all road traffic laws
  - Provide booster seats where required by law
2. Central collection and drop off points can be arranged ensuring parents arrive on time
3. Leaders should avoid travelling on their own with a child; this may be unavoidable in an emergency where the best interests or safety of the young person comes first. The parent should be informed as soon as possible.
4. Regular lifts by leaders should be avoided; however, if this is a necessity to ensure a young person can continue in their sport this can only be with the permission of their parent and the club, region or Swim Ireland must be informed of the arrangement. This enables another person to check in with a child to make sure they are comfortable with the arrangement.

These general points are guidance for adults to reduce the chances of young people being in a vulnerable situation.