



Sidmouth Cricket, Tennis and Croquet Club (SCTCC)

Transport & Trips Policy

1. Policy Statement

SCTCC is committed to ensuring that all travel, transport, and trips organised by or for the Club are conducted safely, responsibly, and with the welfare of children, young people, and adults at risk as the highest priority.

2. Scope

This policy applies to:

- Journeys to and from matches, competitions, festivals, training camps, or social trips.
- All participants under 18 years ("Juniors") and adults at risk.
- Parents/carers, coaches, volunteers, drivers, and Club officials involved in transporting Juniors and adults at risk.

3. Principles

- The responsibility for transporting all juniors and adults at risk to and from activities rests with parents/carers, unless specifically organised by the Club.
- The Club will not routinely transport juniors and adults at risk in private vehicles of coaches/volunteers.
- Any Club-organised transport (minibus, coach, shared car scheme) will be subject to risk assessment and parental consent.
- All trips will follow safeguarding good practice to ensure safety and transparency.

4. Transport in Private Cars

- Coaches, officials, and volunteers **should not transport U18's alone** in their car.
- If unavoidable (e.g. medical emergency, last-minute changes):
 - The Junior must sit in the back seat.
 - The driver must inform the parent/carer and the relevant Welfare Officer.
 - The journey must be logged for safeguarding records.

5. Club-Organised Transport (Minibus/Coach Hire)

- Only reputable, insured transport providers will be used.
- Vehicles must have seat belts, which all passengers must wear.
- At least one responsible adult (in addition to the driver) will travel with the group to supervise.
- Ratios of adults to Juniors will follow safeguarding best practice.
- Pick-up/drop-off points will be agreed in advance and parents/carers informed.

6. Responsibilities of Parents/Carers

- Parents/carers are responsible for ensuring their Junior gets to and from training and matches, unless the playing section has formally arranged transport.
- Parents must inform the relevant person of any changes to collection arrangements.
- The Club will not allow a Junior to travel home unaccompanied unless agreed with the parent/carer in writing.
- Parental/carer consent will be required for any lifts given to their child.

Sidmouth Cricket, Tennis & Croquet Club, The Fortfield, Sidmouth, Devon, EX10 8NT

Charity Number: 1212094



7. Emergencies During Transport/Trips

- In the event of an emergency (accident, illness, delay):
 - The Trip Leader or supervising adult will contact parents/carers as soon as possible.
 - An incident log will be completed and shared with the Welfare Officer.

8. Insurance

- All Club-organised transport and trips will be covered by appropriate insurance (including public liability and, where relevant, travel insurance).
- Private car insurance is the responsibility of the owner/driver, but they must ensure cover includes carrying passengers.

9. Review

This policy will be reviewed annually and updated in line with safeguarding guidance from the ECB, LTA, Croquet Association, and the Charity Commission.

Approved by the SCTCC Trustees

Date of Approval: 31st March 2026

Review Date: Annually or as required