**TRANSPORTATION POLICY**

If it is necessary to transport gymnasts away from their normal training venue to competition, squad training, festivals or other events, there are many additional health, safety and welfare factors to consider. Where an event is local, it is often easiest to arrange for everyone to meet at the event venue. However where an event is further away, it may be necessary for Firefields Gymnastics to make arrangements for gymnasts and coaches/volunteers to travel together e.g. coach or mini-bus.

Where this occurs, Firefields will be responsible for:

• Checking all driving licences, car insurance documents and MOT documents (if the car is over three years old);

• Checking driving experience (additional training may be required for anyone driving a mini-bus);

• Verifying that anyone driving a vehicle only for children has completed a criminal record check;

• Checking that the vehicle provides a seatbelt for each passenger;

• Ensuring the transport provision is accessible by participants with physical disabilities;

• Organising central pick-up and drop-off points (to avoid the driver being alone with a child);

• Obtaining consent from parents to allow their child to be transported;

• Ensuring details of the route and breaks (if necessary) are provided to parents.

Where groups are small, the most feasible option is often to travel in a private car. Although this is not recommended; it may be the only practical way of getting to an event. It is Firefields Gymnastics policy that no adult coach or volunteer will be alone with a gymnast under 18 years of age in a car.