



Mornington Peninsula and Frankston City Table Tennis Association Inc (MFTTA)

PICKING UP AND DROPPING OFF CHILDREN POLICY

Version: Version 3; 4 August 2020

Drafted/edited by: Initial draft 2013; edited by Sarah Grant 3 July 2019; name change to MFTTA

Approved and endorsed by: MPTTA Board of Directors at its meeting on 4 August 2020

Our commitment

Our association is committed to providing a safe environment for the participation of children and young people. Part of this is ensuring that children and young people are not left alone after practice or games.

What we will do

- Ensure all coaches and duty officers have a valid Working With Children Check (WWCC).
- Ensure parents/guardians and children are aware of the start and finish time of practice and games.
- Ensure coaches and duty officers arrive at least 15 minutes before scheduled practice or game times.
- Provide coaches and duty officers a register of parent/guardian emergency contact numbers and make sure they are contacted if needed.
- Ensure that if parents/guardians are late, coaches or duty officer(s) will contact them and:
 - Ask parents/guardians to collect their child from the stadium as soon as possible
 - avoid transporting children to their homes unless permission has been given by parents/guardians.

What we ask you to do

- Remain contactable whilst your child is at the MFTTA Table Tennis stadium.
 - Pick your child up on time or make other arrangements.
 - Inform the duty officer or coach about any changes in arrangements for picking up your child.
 - Inform the duty officer or coach that you have arrived to collect your child prior to leaving with them.
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I, <INSERT YOUR NAME> have read and understood the policy and will abide by it as a member of MFTTA Inc

Signature:

Date:

If under 18 years of age, parent/guardian:

Signature:

Date: