

Guidelines for Transporting Children & Young People

It is important to ensure that all steps are taken to ensure the safe transport of children and young people. If children are to be transported by coach the following should be considered:

- Use a reputable company providing transport and necessary insurance
- Ensure sufficient supervisors are on each coach
- All participants have a seat and seat belt regulations are adhered to
- Parents/carers are issued with detailed information of pick up and drop off points and times
- All supervisory staff are issued with all relevant information of passengers e.g. name/contact number, pick up/drop off point, name of parent/carer to collect, emergency telephone number.
- Participants are not to be left unsupervised i.e. dropped off and a parent/carer is not there
- If private cars are used for transport, you should ensure parental consent has been obtained