



THE ACADEMY OF
GYMNASTICS

1 Harbourmead, Harbour Road

Portishead Bristol BS20 7AY

Tel: 01275 840077

Website: www.thegymacademy.co.uk

Email: admin@thegymacademy.co.uk

Inspiring Children

CHILD DISPERSAL POLICY

The Academy of Gymnastics is committed to ensuring that those working with children adopt the best possible practice to ensure the health, safety and welfare of the participants and staff.

The Academy will endeavour to promote the highest standards of care when children are dispersed from class.

All Pre-School /Level 1 / Level 2 / Level 3

Children will be dispersed at the end of their class via an Academy Coach to a parent or approved carer/guardian in the waiting area (Pre-School) or Garden (Level 1 / Level 2 / Level 3)

We acknowledge that some children will be allowed to leave the facility unsupervised. In this circumstance, this **must** be communicated to the Club by the Parent/Approved Carer/Guardian prior to the class commencing via email to admin@thegymacademy.co.uk. It must include the parent/carer/guardians up-to-date contact details including mobile phone number and email address. Please ensure that your request has been acknowledged via email from the Administrative team. This includes collection from our pick up / drop off area as the car park is unsupervised.

Please ensure that your child is aware of your preferences.

All Teen and Pre-Teen Classes

Children will be dispersed into the waiting room at the end of class and are free to leave the building without the parent or carer/guardian being present, unless contrary instruction is received.

Late Collection of Children

In the event that you are delayed and will not be at the club to collect your child (Pre-School, Level 1, Level 2, Level 3) at the end of their session, they will be seated in the gym, dance studio or reception area to await your arrival. The gymnast will be supervised by a member of Academy staff.

ACADEMY OF GYMNASTICS CLUB LTD Private company Ltd by Guarantee

Registered in England & Wales – Company Number 04454506

Registered address – 1 Harbourmead, Harbour Road, Portishead, BS207AY



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You must:

- Contact reception on admin@thegymacademy.co.uk or 01275 840077 or your child's coach at the earliest possible opportunity to inform them of the delay, providing details of your estimated time of arrival to collect your child or your approved course of action
- Provide clear instruction on what you wish the club to do until your arrival, e.g. to keep your child in the gym or to provide consent for another parent to transport your child home

If a parent is unduly late (more than 30 minutes) for collection, the coach in charge will:

- Attempt to contact the child's parent/carer/guardian using the contact details stored on record
- Attempt to contact the child's emergency contact (If different from the parent)
- If there is no reply from the emergency contact, the child will be asked if there is another family member who may be contacted.
- Wait with the child/children at the club with at least one other official/coach /teacher/volunteer or parent
- Respond to any reasonable instructions received from the parent
- If no-one can be reached after a reasonable amount of time, contact the Club's Welfare Officer or Local Police or Children's Social Care Services (Emergency Duty Team) to enquire about the best course of action.

Persistent Failure to Collect a Child on Time

If you persistently fail to collect your child on time and do not make any effort to contact the club or provide a reasonable explanation for the delays, the Club Welfare Officer will be informed and a meeting with yourself, the Welfare Officer and another Club Official will be arranged to discuss the matter. Following a meeting, if there is still no change then the Club Welfare Officer will contact the British Gymnastics Regional Welfare Officer as well as Children's Social Care Services to seek further advice.

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A Coach will never:

- Take a child home or to another location
- Ask a child to wait in a vehicle or at the club with them alone

Reviewed Aug 2021

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