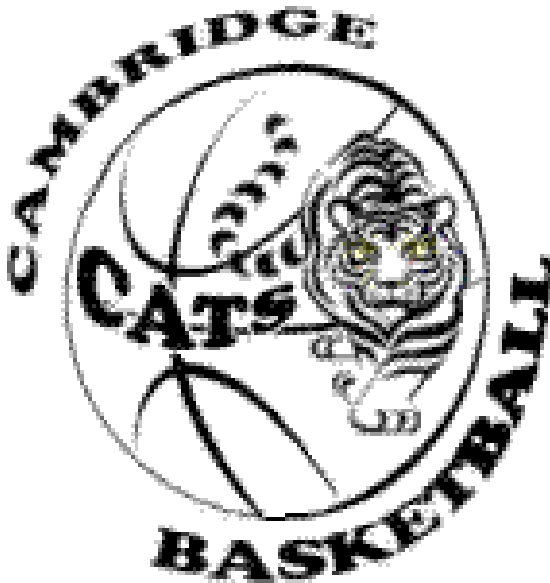


Guidance for transport to and from matches.



Appendix 1: Transport Issues for car drivers page: 1

Minibus use page: 2

Appendix 2: Volunteer drivers Declaration page: 3 copy for driver

Page: 4 copy for Club

Appendix 3: Parent consent form page: 5

Appendix 1: Transport Issues:

A: Car:

- a. A clean driving license should be expected.
- b. The car must be road worthy and have a valid MOT certificate, if relevant
- c. The driver needs to have appropriate insurance:
For volunteers; this must be fully comprehensive.
- d. Charging is not allowed for the use of the vehicle
- e. It is common that players sit in the rear of the car only, and use provided seatbelts(own child can sit in front)
- f. Agreed procedures should ensure that no adult volunteer is ever alone in a car with any child other than their own!
- g. Travelling strictly in convoy is not recommended as it can divert a driver's concentration.
- h. Drivers should know the route to their destination and not rely on following others.
- i. Parents should give permission for their child to travel in another adult's car.
- j. Smoking and alcohol bans must be observed.

B: Minibus:

- a. Seats must face forward and be fitted with seat belts.
- b. Maintenance and safety checks need to be carried out before departure. Under current law, the driver is responsible for the roadworthiness of the vehicle.
- c. Driver needs to hold appropriate licence.
- d. Appropriate levels of supervision needs to be maintained.
- e. The driver should not be distracted other than in emergency
- f. Loading should be from the side doors and players seated from the front to the rear.
- g. Rear seats should only be used if the minibus is full.
- h. On the roadside players should not load and unload using the rear doors.
- i. Luggage should be securely stored with no obstruction on the floors between the seats or in front of all the exits.
- j. Seat belts must be worn at all times.
- k. Driver should know the location of first aid boxes and fire fighting equipment.
- l. Smoking and alcohol ban must be observed.
- m. A tachometer should be used when fitted.

Appendix 2: Volunteer Drivers Declaration: (Driver's copy)

To: The Chairman of Cambridge Cats Basketball club.

- 1: I confirm that I am willing to use my own vehicle for transporting the Cambridge Cats Basketball Club members to and from league games.
- 2: I accept responsibility for maintaining appropriate insurance cover and have checked with my insurance company that players carried voluntarily are insured.
- 3: I have a current valid driving licence.
- 4: I shall ensure that the vehicle is roadworthy in all respects.
- 5: I shall ensure that the passengers wear correctly fastened seatbelts.
- 6: I shall at no time transport, or be alone with a single player, other than my own child, as part of the journey.
- 7: I agree to the terms and conditions outlined in this declaration and will operate within them.
- 8: I have never been interviewed, cautioned or convicted of any offence that would render me unsuitable to work with young people.
- 9: I shall at no time transport a player or players while under the influence of alcohol or drugs.

Signed:

Date:

Name and address:

Cambridge Cats Basketball Club reserves the right at any time to request copies of any relevant documentation including vehicle registration or ownership document, MOT certificate, insurance certificate, road tax or driving licence.

Volunteers should retain a copy of this declaration reminding them of their responsibilities. The other copy is to be kept by the Cambridge Cats Basketball Club.

Appendix 2: Volunteer Drivers Declaration: (Club's copy)

To: The Chairman of Cambridge Cats Basketball club.

- 1: I confirm that I am willing to use my own vehicle for transporting the Cambridge Cats Basketball Club members to and from league games.
- 2: I accept responsibility for maintaining appropriate insurance cover and have checked with my insurance company that players carried voluntarily are insured.
- 3: I have a current valid driving licence.
- 4: I shall ensure that the vehicle is roadworthy in all respects.
- 5: I shall ensure that the passengers wear correctly fastened seatbelts.
- 6: I shall at no time transport, or be alone with a single player, other than my own child, as part of the journey.
- 7: I agree to the terms and conditions outlined in this declaration and will operate within them.
- 8: I have never been interviewed, cautioned or convicted of any offence that would render me unsuitable to work with young people.
- 9: I shall at no time transport a player or players while under the influence of alcohol or drugs.

Signed:

Date:

Name and address:

Cambridge Cats Basketball Club reserves the right at any time to request copies of any relevant documentation including vehicle registration or ownership document, MOT certificate, insurance certificate, road tax or driving licence.

Volunteers should retain a copy of this declaration reminding them of their responsibilities. The other copy is to be kept by the Cambridge Cats Basketball Club.

Appendix 3: Parental consent form for a player to be transported in another Adult's vehicle.

1. There may be occasions in which your child could be transported in the car of another adult associated with Cambridge Cats Basketball Club e.g. to and from games.
2. The conditions under which other adults agree to provide use of their car is attached for information. (see Appendix 1)
3. I give permission for my son/daughter: to be transported in the car of another parent, to and from basketball games within the requirements shown in appendices A & B.

Signed:

Date:

Name and address:

Players name:

E-Mail:

Please sign and hand in to the Club. Thank you.