

**GROUND ADDRESS (CAYTHORPE)**  
OLD LINCOLN ROAD  
CAYTHORPE  
NG32 3DF

**GROUND ADDRESS (FULBECK)**  
MAIN ROAD  
FULBECK  
NG32 3JL

# CAYTHORPE & FULBECK JUNIOR FOOTBALL CLUB

**GROUND ADDRESS (WELBOURN)**  
SWRA, MAIN RD  
WELBOURN  
LN5 0PA



## Late Collection of Children Policy – 2024/25

Caythorpe & Fulbeck Junior Football Club understands that there are times when the late collection of children is unavoidable; however, this late collection policy applies in those circumstances. This policy should be reviewed in conjunction with the Club's General Collection Policy.

Players train and play matches at a number of venues, including

- Caythorpe Playing Fields
- Fulbeck Playing Fields
- Sir William Robertson Academy, 3G Pitch, Welbourn
- Carres Grammar School, 3G Pitch, Sleaford

Details of training times and locations for each age group can be found on the club website – [www.cfjfc.net](http://www.cfjfc.net) – and confirmed by their manager.

Parents/Carers ('Parents') are requested to remain on site for the duration of training/matches. If parents need to leave, then they should appoint a 'responsible individual' (i.e. another parent) to cover any situation until they return to the location – coaches cannot take parental responsibility for individual children.

If a parent is unable to collect their child/children on time, they must contact the relevant person to let them know what the situation is, when their child is likely to be collected and the name of the person who will be collecting them.

In the event of parents repeatedly collecting their child late, they will be asked by the club to review their collection arrangements. In the unlikely event of a child not being collected from any of the training or match day sites at the expected time and no contact being made with the parents, the following procedure will apply:

- One CFJFC coach will remain on the premises with the child at all times. At least one of these adults will be a club coach or official.
- The child will be reassured and comforted.
- The parents will be telephoned on all given contact numbers.
- If the parents are not contactable, any given emergency contact person will be contacted and asked to collect the child.

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- Every effort will be made to contact the parents or the emergency contact.
- If no contact has been made with either the parents or the emergency contact within one hour of the time at which the child was due to be collected, the adult(s) will contact Social Services and/or the Police for advice.

## Professional Contacts

The local authority with overall responsibility for child protection issues within the South & North Kesteven Districts is Lincolnshire County Council.

Address: Lincolnshire County Council, Customer Service Centre, Thomas Parker House, 13/14 Silver Street, Lincoln, LN2 1DY

Contact: 01522 552222 or [customer\\_services@lincolnshire.gov.uk](mailto:customer_services@lincolnshire.gov.uk)

Lincolnshire Safeguarding Children Board – 01522 782111

Telephone: 01522 782155. Outside of office hours contact - Emergency Duty Team on 01522 782333

The nearest Police Station with responsibility for general enquiries is: Long Bennington Police Office, Main Road, Long Bennington, NG23 5HS for training or matchdays at Caythorpe/Fulbeck and Welbourn and Sleaford Police Station, The Hoplands, Sleaford NG34 7LZ for training at Carres 3G Pitch.

Contact; Telephone: 101 or [www.lincs.police.uk/contact](http://www.lincs.police.uk/contact)

## Club Contacts

Club Chairman	Dale Dixon	<a href="mailto:chairman@cfjfc.net">chairman@cfjfc.net</a>
Vice Chairman	Michael Sharp	<a href="mailto:vicechairman@cfjfc.net">vicechairman@cfjfc.net</a>
Club Secretary	Seb Kirk	<a href="mailto:secretary@cfjfc.net">secretary@cfjfc.net</a>
Welfare Officer	Victoria Windsor	<a href="mailto:welfare@cfjfc.net">welfare@cfjfc.net</a>