



## **ATHLETE DROP OFF/ PICK UP POLICY**

Vertical Zone policy is that all children under the age of 12 must be supervised while waiting for class to begin, and picked up inside the gym promptly when it ends. We recommend being here 5 minutes before class begins and ends. Pick up is in the gym foyer unless other arrangements have been made (please ask for Release Authorization Form attached). Please discuss any athlete pick-up circumstance that does not fit into our drop-off and pick-up policies with the office staff.

The group coach is responsible for ensuring all athletes are picked after class. Typically, the office is open until 8pm on weeknights and 4pm on weekends. If the office is open, the coach will leave the child with the office staff to ensure a safe pick-up (the office must be notified by the coach that the athlete has not been picked up). Older athletes (12 and over or those with signed permission forms) can wait in the foyer for their ride.

We understand that on occasion a parent may be late due to unforeseen circumstances. Parents should make every attempt to call the office (705-794-5867) and advise they will be late. For the first and second occurrence that is less than 10 minutes late, there will be no fee charged. To be respectful of our employee's work time and obligations outside work hours, late fees will be invoiced at \$5 for every additional 10 minutes past class end time. The fees will be passed along to employees who have to wait beyond their scheduled work hours.

Parents must ensure that all contact information is up to date in our system, including emergency contacts.

After 60 minutes if the club has NOT been notified of the parents whereabouts, and we are unable to reach parents or emergency contacts on file, the coach is to contact the Head Coach (or GM if Head Coach is unavailable) to inform them of the situation. The coach will then contact Barrie Police to come and take over care of the child until the parents are located.

## RELEASE AUTHORIZATION FORM FOR ATHLETES 10-15 YEARS OLD

PROGRAM/ SESSION DATES:	COACH:
NAME OF ATHLETE:	NAME OF PARENT/GUARDIAN:
<p>Parent/Guardian gives permission for unsupervised release from training for their child ages 10 - 15 years old.</p> <p>Please call and inform office if you are going to be late picking up your child. Please instruct your child to return to the gym if they do not see parent outside waiting for them, so they/we can contact you.</p> <p>Vertical Zone is released of all responsibilities as per the Parent/Guardian.</p> <p>Please include any special notes or instructions:</p>	
HEAD COACH/ PROGRAM DIRECTOR SIGNATURE:	
PARENT/GUARDIAN SIGNATURE:	