

# Instructions for Parents (Drivers) dropping off and collecting Young People at Pinsent

## Briefing points for parents/drivers

- It is very important that you have read and understood this briefing before you drive to Pinsent Campsite. If you are not clear on any points, then you should ask the Section Leader for advice
- Your child's activity will have a defined start time and finish time. It is important that you take careful note of these times
- If you are comfortable with car-sharing, it would be greatly appreciated if this could be utilised in order to reduce the number of car movements to and from the Campsite
- We also have a serious problem at Pinsent with traffic flow along the lane and issues that arise. Continued vehicle access requires good behaviour by drivers associated with meetings at the campsite.
- **To reduce the traffic issues and provide risk reduction during arrival and departure. It is very important that these instructions are strictly adhered to.**
  - Drivers should not arrive earlier than 10 minutes before the allotted start or finish time nor after the allotted time. If you arrive outside this slot, you may become caught up with another group picking up or dropping off. This could mean you will be held at the site for a longer period
  - There must be no drop-off or pick-up outside the gate
  - On entering through the entrance gate, drivers should follow the one-way system and join the queue at the exit gate, Drop off point
  - On reaching the Drop-off point, the young person(s) shall exit the car via a nearside (left hand side) door and make their way to the campsite entrance (next to the Toilet Block) where the Group Leader will be waiting. The Parent/Driver should not exit the car unless the YP needs assistance.
  - At the allotted time the queue will be directed to move off in small groups into a road that should be clear
  - Pick-up is a very similar procedure, join the queue and wait until called to collect your charge(s) from the campsite entrance
  - Please be patient; there could be up to 30 cars dropping-off or picking-up for any Session
  - Any person(s) arriving by bicycle or on foot shall follow the clockwise rotation keeping to the edge of the car park or parked cars to the entrance to the Campsite
  - All drivers must remain with their vehicle in the car park.

Many thanks for your cooperation with these measures which have been put in place to protect the young people and their Leaders.

Pinsent Management Committee

March, 2024