



HIGHRISE ALLSTAR CHEERLEADING PTY LIMITED trading as HIGHRISE SPORTS CENTRE (ACN 162 805 174)  
of 2/51-55 Bassett St, Mona Vale, New South Wales, 2103.

### **Drop off and Collection Rules**

#### **1. Aim**

- 1.1 To provide a safe and secure environment for all athletes and their families when arriving and departing from our centre.
- 1.2 Ensure all parents and guardians understand their responsibilities and follow all specific communication and procedures to ensure we can provide high quality of care to their children.

#### **2. Drop Off**

- 2.1 Children are not to be left prior to the service opening
- 2.2 On arrival the person bringing the child must accompany them into the centre to leave them in the care of staff
- 2.3 If it is intended that the person collecting the child is different than the person dropping off staff must be notified
- 2.4 Any points of information should be conveyed to staff
- 2.5 Children must be left in reception area and not allowed to roam the carpark, outside of reception area
- 2.6 Children are not permitted to enter the gym area until instructed to do so by staff

#### **3. Collection**

- 3.1 Children must be collected at the end of their scheduled class time
- 3.2 The authorised person collecting the child must collect the child from reception area of the centre
- 3.3 Children are not to wait in the carpark or surrounding areas
- 3.4 Collecting parents and guardians must not park in front of reception doors or in any spot which may jeopardize safety of all clients