



Match Day Procedures

Reviewed Annually

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1.0 Introduction

All processes in this document refer to Kettering Town FC First team matches which take place at Latimer Park, Polwell Lane, Burton Latimer, NN15 5PS.

2.0 Unaccompanied Children

In accordance with Kettering Town FC's ticketing terms and conditions, the minimum age that a child is permitted to attend a match at Latimer Park unaccompanied is 11 years old.

3.0 Ball Persons and Flag Bearers

The Trust will only allow children to be ball persons and / or flag bearers once parental consent has been obtained.

No photographs of ball persons or flag bearers which feature in Trust or Club publications will be accompanied by personal information about the child, such as their school, home address or local sports team.

Whilst at Latimer Park ball persons and flag bearers will be accompanied at all times by members of staff who have a valid CRC.

Staff who are responsible for ball persons and flag bearers on a match day are also required to have good level of understanding and awareness of safeguarding children.

4.0 Lost Children

Procedures for dealing with children who become or are reported lost at the stadium on match day are contained within the club's Matchday Operations Manual in the control room.



4.1 Match Day lost child procedure

If a child is reported lost by a parent or guardian, the following procedure applies:

- Lost child reported to the nearest steward, who reports lost child to the control room.
- A description of the child will be radioed around the stewards and a search commenced.
- A description of the child will be announced in the stadium.
- If found the child will be taken to the first aid room to be reunited with parent/guardian.
- If the child is not found following the announcements and coordinated search control room will contact the police.

If a child reports themselves as lost, the procedure is as follows:

- Staff who the child reports will inform the control room.
- Control room will make an announcement for the parent/guardian to come to the first aid room to collect child.

Match day Designated Safeguarding Officer: Joshua French.