

# The Reddings Primary and Nursery School



## Swimming Policy

### SAFE PRACTICE IN SCHOOL SWIMMING

The purpose of this document is to provide guidance on safe practice in school swimming, whether at a school pool, hydrotherapy pool or public pool.

#### 1. References

All schools should have a copy of 'Safe Practice in Physical Education and School Sport (AfPE)', details further guidance on safety issues including swimming.

Refer also to DfES & DCMS "Swimming Charter" – support for swimming as a strand of the National PE, School Sport and Club Links Strategy (PESSCL)

#### 2. School Responsibility

The Governing Body should ensure that a nominated member of staff is delegated the responsibility of swimming coordinator (PE Subject Leader) and applying the Swimming Pool Safety Policy and procedures in the school. This will include the proper operation of use of a third party pool. It also includes monitoring and recording, for the pool and sessions used of:

- Appropriate risk assessments
- Pool safety operation procedures (NOP and EAP)
- Qualifications and training of staff and maintaining records
- Any instructions issued to staff
- Conditions of hire or arrangements for use of the pool.

#### 3. Teaching Staff

Teachers have a duty of care that operates for any activity in which children are involved; teachers cannot transfer that duty to anyone else. This applies to all activities within the school curriculum and to extra-curricular activities organised by the school during and outside school hours, whether or on or off the school site. In relation to swimming this means that:

- Children are appropriately supervised when changing
- Children are under control at all times
- A headcount is taken before, during and after sessions
- Normal and emergency procedures are enforced

- Teachers have an overview of the teaching of their children and the conduct of the class

Primary school teachers should accompany their own class to swimming whenever possible because of the special knowledge they have of their pupils.

#### 4. **Adults other than teaching staff (AOTTS)**

Adults other than teaching staff (AOTTS) can be extremely helpful and may be absolutely essential to support the delivery of swimming in school and in the extended curriculum, whether on or off site. They can:

- Support and work beside teachers
- Supervise changing
- Administer first aid
- Look after any unwell children or children who are not swimming

Teachers cannot transfer their duty of care to AOTTS, but where the AOTTS have swimming teaching qualifications they may be involved in the teaching of swimming.

Higher Level Teaching Assistants who have the required specific competencies may replace a teacher who does not, so long as there is always another teacher present on poolside teaching with the group. The pool environment is more isolated than a classroom and there they can more easily call upon qualified support if required.

All AOTTS should be vetted by the Criminal Records Bureau and have an enhanced CRB to work with children.

#### 5. **Specialist swimming teachers and swimming instructors**

Specialist swimming teachers are teachers with Qualified Teacher Status who also hold an Amateur Swimming Association (ASA) swimming teaching qualification.

Swimming instructors will hold a relevant ASA teaching qualification and may be employed by a public pool or employed by a school to teach in their own pool.

Both have responsibility for ensuring the safe conduct of the class in the water and on the pool side, in line with good practice and their training which includes:

- Planning, developing and monitoring the school swimming programme
- Preparing schemes of work appropriate to the pupils' ages, abilities and interests
- Co-operating with the class teacher to check numbers of pupils before, during and after each session
- Identifying specific groups for each swimming session
- Being familiar with the Normal Operating Procedure (NOP) and Emergency Action Plan (EAP) at the pool
- Being familiar with the emergency equipment provided
- Running emergency drills every term with each class taught
- Working with the lifeguards on duty, or if there are no lifeguards, providing lifesaving and first aid skills on their own or with others
- Entering the water and effecting a rescue if necessary

#### 6. **Lifeguards**

In a public pool or school pool with deep water:

Programmed session: in a programmed session (such as teaching, coaching and other tuition) the degree of control inherently in place is likely to reduce the risks. The necessary safety cover may be provided by a teacher, provided they have the appropriate qualifications to teacher and life-save, teaching ratios are appropriate and another competent adult is present

MINIMUM QUALIFICATION: ROYAL LIFE SAVING SOCIETY (RLSS) TEACHER RESCUE COURSE

Where life-guards are present and responsible for supervising the safety of the children being taught, teaching staff and AOTTS will not be required to have rescue skills, but should understand the basics of teaching swimming.

The life-guarding arrangements need to be agreed with the pool management within their conditions of hire.

### SUMMARY OF MINIMUM QUALIFICATIONS

ROLE	TEACHING QUALIFICATION	LIFEGUARD QUALIFICATION
Swimming teacher/ Instructor	ASA Teacher (Level 2)	RLSS National Rescue Test for Teachers and Coaches  Or none if an NPLQ lifeguard is provided by the pool
Swimming teacher/ Instructor for swimmers with disabilities	ASA Teacher (Disabilities)	RLSS National Rescue Test for Supervisors of Swimmers with Disabilities  County Rescue Course  Or none if an NPLQ lifeguard is provided by the pool
Class teacher assisting specialist teacher	County-based course	County Rescue Course  Or none if an NPLQ lifeguard is provided by the pool
Class teacher working in a shallow water learner pool (no specialist teacher or lifeguard)	County-based course	RLSS National Rescue Test for Teachers and Coaches  County Rescue Course
TAs and HLTAs	County-based course  Or ASA Helper's Certificate	RLSS Emergency Response  County Rescue Course  Or none with NPLQ lifeguard
AOTTS	ASA Helper's Certificate	County Rescue Course  Or none with NPLQ lifeguard
Lifeguard for un-		RLSS National Pool Lifeguard

programmed sessions		Qualification
<i>NB Lifesaving and life guarding qualifications are valid for 2 years</i>		
Plant operation	Foundation Pool Plant Operators Course (ISRM) School Pool Carer's Course (ISRM) National Pool Plant Operators Course (ISRM)	
<i>NB Pool Plant Operators qualifications are held for 3 years</i>		
Pool operation	ISRM Operations Certificate or equivalent; leading to  ISRM Supervisory Management Certificate or Equivalent	