

Laburnum Primary School

Swimming Policy



Updated by: Head Teacher

Last reviewed: June 2019

Next review due by: Annually (before the swimming pool is open to swimmers)

1. Pool Operation and Maintenance

- 1.1. The swimming pool is maintained by the designated swimming pool operator (Stephanie Canfield) supported by 'Millenium Pools' and the Head Teacher, Mr Ben Bardell & additional trained staff members in accordance with Local Authority (LA) and Health & Safety Executive (HSE) guidelines and requirements.
- 1.2. The pool operator holds a Small Pool Operator Certificate awarded by 'The P.A.L.M. Academy' which is a training provider accredited by the Pool Water Treatment Advisory Group.
- 1.3. Pool use and procedures are monitored by the LA and HSE as required.
- 1.4. If there is any doubt about the safe condition of the water, the pool is closed immediately awaiting further checks. The swimming pool operator and Head Teacher both have the power to close the pool, as do members of the LA and HSE.
- 1.5. Central Bedfordshire Council's guidance (including Safe Practice in School Swimming, Spring 2011) on swimming pool maintenance and practice is followed alongside PALM Academy/Pool Water Treatment Advisory Group guidance.
- 1.6. The swimming pool is used for lessons during the summer term. Only Laburnum Primary School pupils from Reception class to Year 6 and supervising adults are to use the pool.

2. Teaching and supervision

- 2.1. It is recommended that for all school swimming lessons the class teacher accompanies their class to the pool and ideally is the adult leading the session.
- 2.2. Class teachers will, ideally, hold a swimming qualification such as an ASA National Curriculum accreditation and will have appropriate training for effecting a rescue and administering first aid.
- 2.3. Higher Level Teaching Assistants (HLTAs) or Teaching Assistants (TAs) can lead swimming lessons if the Head Teacher has assessed their competence to do so. This will be assessed at the point of need, taking into account the specific needs of the swimmers and the staff available.
- 2.4. Teachers, HLTAs or TAs leading lessons who cannot swim must always be accompanied on poolside by a swimmer.
- 2.5. Teachers will be expected to develop their skills with supplementary training, as available.
- 2.6. Although there is no requirement for a qualified lifeguard, there must be a person on poolside who can conduct a shallow water rescue and carry out CPR. The list of current qualified staff will be included in the information given to staff and volunteers at the start of each swimming season.
- 2.7. The maximum bather capacity (appropriate to the size of the pool) is 20 pupils.
- 2.8. There are no written regulations for teacher to pupil ratios, although CBC guidelines recommend the following.

Who?	Ratio	Description
Children under the age of 7	1:12	Irrespective of their swimming ability, group size should be restricted.
Non-swimmers and beginners	1:12	Young children being introduced to swimming who are unable to swim 10m unaided on back and front.
Improving swimmers	1:20	Swimmers of a similar ability who can swim 10m completely unaided on their back and front. It is recommended that the lesson be in an area where they are not out of their depth.
Mixed ability groups	1:20	Children with a range of ability where the least able and least confident are working well within their depth.

- 2.9. In addition to the adult teaching the session, there should be at least one (and ideally two) other adults supervising the children in the pool. This is in addition to any adults who may be supervising children in the changing rooms or waiting on the poolside.
- 2.10. All adults supervising children in the changing rooms or pool areas must be DBS checked.

3. Health and Safety

- 3.1. A Risk Assessment will be undertaken and recorded annually before swimming lessons start. All Teachers, TAs and volunteers will be asked to read and sign the document.
- 3.2. At least one supervisor in each session must be able to effect a rescue and be trained to carry out resuscitation.
- 3.3. There must always be at least one supervisor on the poolside at all times (i.e. not all supervisors can be in the water) who should not enter the water under any circumstances.
- 3.4. A mobile phone must be taken to the pool with the school office number and the school mobile number programmed in.
- 3.5. There must be a clear training session during the first lesson where children experience the evacuation signal and procedures.
- 3.6. The evacuation signal is one long loud whistle blow, with clear, appropriate hand signals.
- 3.7. Children should always walk through the foot bath before entering the pool. Water in the foot bath should be changed by the supervisor at the beginning of each session. **Dirty water should never be returned to the pool.**
- 3.8. Children may not sit on the side of the pool.
- 3.9. Diving is not allowed.
- 3.10. Goggles, masks, flippers, rafts and other accoutrements are not allowed in the pool.
- 3.11. Jewellery must not be worn.
- 3.12. Boys swimming trunks should be short and close fitting; girls should wear one-piece swimming costumes.
- 3.13. Children with shoulder length hair or longer should wear a bathing cap.
- 3.14. Children should not chew anything when in the water.

4. Monitoring and Evaluation

- 4.1. All teachers, TAs and volunteers will be asked to read and sign the risk assessment and Safe Swimming Procedures before attending any swimming sessions.
- 4.2. An annual risk assessment for swimming will take place before swimming starts.
- 4.3. There will be an annual review of all swimming policies and procedures, shared with the Governing Body at the start of the Summer Term.