



Swimming Policy

Aims

- To provide a meaningful and safe swimming experience for children.
- To reinforce the stated aims of the school in relation to physical education, the personal and social development of children and their health and well-being.
- To meet the requirements of the National Curriculum.
- To recognise that learning to swim is key life skill.
- To promote a love for swimming.

Pupils should be taught to:

- Pace themselves in floating and swimming challenges related to speed, distance and personal survival.
- Swim unaided for a sustained period of time over a distance of at least 25m.
- Use recognised arm and leg actions lying on front and back.
- Use a range of recognised strokes and personal survival skills [for example, front crawl, back crawl, breaststroke, sculling, floating and surface diving].

Organisation

Swimming at Jeavons Wood Primary School is timetabled across the year for all children in Key Stage 2. Children in year 6, who didn't achieve swimming 25m, then get the opportunity to go back in summer 2 as part of the Top Up swimming programme. The children are transported to the One Leisure Swimming Pool at St Neots via coach.

Equal Opportunities

All children have equal access to the Swimming Curriculum regardless of race, gender, or ability, in line with the school's policies on Special Education Needs and Gifted and Talented children. This policy pays due regard to the Disability Discrimination Act. Equal access to all aspects of the swimming programme will be available to all children. Any child with special educational needs will participate in all activities as far as possible according to his/her abilities, in consultation with the Special Needs Co-ordinator and parents. If for any reason it is not possible to provide swimming for a child then alternative, appropriate activities will be provided.

Roles and Responsibilities

The role of the swimming teacher:

- The welfare of children in the changing rooms.
- Teaching groups of children
- Counting children onto the coach and before leaving the swimming pool.
- Marking the attendance register before leaving school.
- Ensuring the water safety of all children and maintain a safe working environment.
- Record children's achievement.
- Teachers/Instructors using planning from the GetSet4PE platform.
- Plans to be made about the provision for children with special needs and confirm risk assessment.
- Adhere to health and safety requirements.

The role of LAs:

- The welfare of specific children in changing room and shower area.
- Supervision and oversight of designated child, ensuring the child understands and follows instructions.
- Consult with the accompanying teacher and agree arrangements to be made about the provision for children with special needs and confirm risk assessment.
- Adhere to health and safety requirements.

The swimming teacher will (employed by One Leisure):

- Possess minimum qualifications as specified by Cambridgeshire County Council.
- Possess CRB clearance.
- Have full ASA Teachers Award or an STA equivalent.
- Obtain a life-saving award recognised by Health and Safety Unit.
- Possess a relevant First Aid certificate.
- Organise classes according to: Class numbers. Pupil ability. Numbers of teachers/adult helpers.

Organise self and children

- Ensure children know the procedure for start/end of lesson, their grouping and assigned area of pool and teacher.
- Class teacher to give plans to the accompanying teacher so that they know what needs to be covered.
- Consult with the accompanying teacher and agree arrangements to be made about the provision for children with special needs and confirm risk assessment.

- Have all equipment ready and in the correct place in the teaching area.
- Make sure all children and teachers know safety drills.

Health and Safety

It is essential that schools take note of and comply with 'Safe Practice in Physical Education' which provides detailed, authoritative guidance on safety issues, including safety in swimming lessons and the DfE guidelines on educational visits. The LA has adopted BAALPE within its Health and Safety arrangements and has provided a copy for all schools. The following summary identifies the key features with safety in Swimming:

Duty of Care

'The duty of care for pupils involved in swimming remains at all times with the accompanying teacher.' [BAALPE Safe Practice in Physical Education].

Medical Conditions

There must be an alerting mechanism/procedure in place for children at risk, e.g. a LA observing the children. Different needs will require different courses of action and may require safety arrangements. These arrangements must be clearly understood by all supervising adults. This will be specified in a risk assessment undertaken for children at risk.

Arrival and Departure

Children should always enter and leave the swimming pool area under supervision and be counted into and out of the swimming pool area.

In The Changing Rooms

Encourage good behaviour in the changing rooms. This will not only ensure the safety and well-being of pupils but will also help to set the tone of the lesson. For the safety of the individual and the group, no jewellery of any kind is to be worn in the water. Provision will need to be made at the school for the safe keeping of valuables. It may be necessary to agree procedures relating to children who wear jewellery for religious purpose or who wear Medi-alert bracelets or similar items.

Remind the children to visit the toilet if needed beforehand and to shower. Wherever possible, supervision and changing of pupils should be undertaken by school staff and/or accompanying helper of the same gender. Wherever this is not possible, there must be clearly understood and agreed procedures in place to enable staff access. Some children will request to change individually in a cubicle. This is an agreement between the class teacher and parent. There may be multiple reasons that this has been requested.

Instructor/Teacher Responsibilities and Duties

The school is responsible for undertaking a periodic risk assessment of the school's swimming provision. This should be carried out by the swimming teacher. When making decisions about pupils with special educational needs, schools need to ensure that the law relating to SEN Disability Act is followed whereby schools take all reasonable steps to avoid discriminating against pupils on the grounds of their disability. Suitable clothing and appropriate footwear should be worn. Ensure all children are suitably attired. Provision must be made for alternative attire for minority ethnic pupils when a request is made. Oversee the use of swimming caps – these are worn for pupils' safety, hygiene and clear identification. Any pupils with hair long enough to impair vision are strongly recommended to wear a swimming cap. Make sure that the children are aware of the deep and shallow ends of the pool. Know the location and function of safety equipment – the telephone, and first-aid box. Know the Normal Operating Procedures of the pool and Emergency Action Plan arrangements. Ensure that the pupils understand and regularly practise their response in an emergency. Check the condition of the all equipment for safety. Be able to contact pool staff immediately in the event of any emergency.

Emergency Drill

This will need to be clearly understood by all children and should be practised regularly. On each year groups first session, the swimming pool will talk through emergency procedures and drills.

They should be taught how to attract the teacher by shouting or waving. Teachers and instructors will need to carry a whistle at all times, to be used strictly as a safety aid and not as a teacher aid. Special arrangements may be required, e.g. flashing lights may be appropriate for hearing-impaired children or a buddy system. The whistle drill for each pool should be in accordance with the drill in the pool's Normal Operating Procedures.

The Recommended Emergency Drill Procedure is:

- One short blast - call the attention of pool users i.e. swimmers.
- Two short blasts - call the attention of another lifeguard.
- Three short blasts - indicate that a lifeguard is taking emergency action.
- One long blast - all pupils to climb out of the pool immediately and sit/stand by the nearest wall.
- The swimming instructor/lifeguard nearest to the incident effects the necessary action.
- The accompanying school teachers are responsible for the children on the poolside. If a swimming instructor or lifeguard enters the water, the remaining pupils should be taken into the changing rooms.

- The pupils should be taught the meaning of one short blast and one long blast – they do not need to know two and three blasts.

Clear procedures will need to be put in place for pupils who cannot distinguish between the two types of blast, e.g. A Buddy System. This drill should be known and understood by all accompanying staff.

Lesson Observation

Children should be familiar with routine procedure when entering the pool area – for example, they should know exactly where to stand, sit or line up. No child should be allowed to enter the pool area or water until told to do so. Staff will be expected to promote positive behaviour management at all times. Appropriate provision will need to be made to support pupils in water where their needs indicate. The instructor and teacher will need to adopt a position on the poolside such that all pupils in her or his care are constantly visible. There are many advantages to children working in pairs. It encourages co-operation and confidence, assists in class management and provides an additional safety check, with the children adopting some responsibility for their partner's well-being.

The following factors need to be considered when determining teacher/instructor:

- Pupils
- Ratios
- The age of pupils.
- The range of their swimming ability. This should be known by the teacher and instructor and each new pupil should be checked at the first lesson in shallow water.
- The ability of pupils to comprehend instructions.
- Language in which the lesson is taught.
- How any difficulties will be overcome.
- Any physical disabilities or learning difficulties.

Ratios are at the Pool Teachers and Class Teachers discretion and will vary depending on the ability of the year group. It is very difficult to give definitive advice on the ratio of pupils to teacher when a child has special needs. A risk assessment of the individual child relating to their special need must be undertaken. This should be used to determine appropriate supervision. Care must be taken to ensure that there are sufficient helpers in the water to provide a 1:1 ratio for those needing constant support and a sufficient number of other helpers to provide the degree of support demanded by the range of disabilities within the group. There are national organisations for specific disabilities from which further guidance may be obtained.

Assessment and Recording

The swimming ability of the children will be assessed at the beginning of a unit of work by the swimming instructor and recorded. Records will be kept of the progress of individual pupils throughout the unit of work. By the end of Year 6 the required expectation will be for each child to: swim competently, confidently and proficiently over a distance of at least 25 metres; perform self-rescue in different water-based situations; and use a range of strokes effectively (for example, front crawl, backstroke and breaststroke). The figures of this will then be reported in the Annual Sports Premium Document.

This policy will be reviewed at least every three years or sooner if necessary.

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