

# School Swimming Guidance Notes



## Aims of the School Swimming Programme

- To provide a quality service using the ASA National Plan that gives all pupils the opportunity to reach their Key Stage Two National Curriculum target of swimming at least 25m unaided.
- To develop swimming as a lifelong skill.
- To provide the opportunity for pupils to develop a range of water skills that can lead to participation in aquatic activities safely.

Contact	Role
<b>Katharine Britton</b> <b>Senior Sport Services Officer - Swimming</b> Sport Services 1st Floor, Colston 33 Colston Avenue Bristol, BS1 4UA Tel: 0117 352 5008 <a href="mailto:katharine.britton@bristol.gov.uk">katharine.britton@bristol.gov.uk</a>	Katharine is responsible for all swimming development across Bristol. This includes teaching, schools, clubs, development schemes, implementing national programmes and CPD courses.
<b>Jacqui Abraham</b> <b>Schools Swimming Development Officer</b> Sport Services 1st Floor, Colston 33 Colston Avenue Bristol, BS1 4UA Tel: 0117 352 5038 <a href="mailto:jacqui.abraham@bristol.gov.uk">jacqui.abraham@bristol.gov.uk</a>	Jacqui is responsible for all schools swimming development across Bristol. This includes assisting the programming of lessons, school club links, lesson monitoring and teacher training. Jacq also coordinates the top up lessons.
<b>Bev Williams and Jeanette Shipp</b> <b>Transport Services</b> Passenger Services Sandy Park Road Bristol Tel: 0117 903 6334	Transport Services can coordinate and book transport for schools to and from swimming pools.

# Code of Conduct

1. **Safety** - the following to be pursued by all schools taking part in the schools swimming programme
  - The emergency action plan (EAP) must come into operation as soon as the alarm is raised
  - Teacher pupil ratios to be observed
  - The normal operating procedure (NOP) to be acknowledged by all members of staff taking groups to the pool
  - Under no circumstances are pupils allowed to enter the pool unless they are under the direct control of the teacher or instructor and a lifeguard is present.
  
2. **Clothing** – please ensure that pupils understand
  - Recognised swimwear should be worn (boys swimwear must be above the knee to allow for freedom of body movement and health and safety purposes)
  - All jewellery to be removed and long hair tied back before swimming.
  
3. **Hygiene** – all pupils must make sure that they do the following
  - Use the showers and toilet before entering the pool
  - Remove any chewing gum.
  
4. **Ratios** - the following ratios are based upon safety requirements in the water, according to new guidelines from the Institution of Sport and Recreation Management (ISRM), and not the criteria for teaching. Exceptions may be made where there is another responsible person to supervise on the poolside.
  - Non swimmers and beginners 12:1
  - Improving/mixed ability/competent swimmers 20:1
  - Swimmers with disabilities 8:1.
  
5. **Areas of responsibility – swimming instructor**
  - To deliver the ASA National Plan for Teaching Swimming (NPTS) in line with the National Curriculum
  - To have overall decisions on health and safety regarding pupil participation
  - To take each class through the emergency action plan (EAP)
  - To test pupils for swimming awards
  - To liaise with the school staff about the swimming programme.
  
6. **Areas of responsibility – pool staff**
  - To have overall responsibility for the safe operation of the swimming pool
  - To have overall responsibility for the safety of users in their building
  - To have authority in an emergency situation where there may be a danger
  - To ensure that schools not hiring a swimming instructor are taken through the EAP.

## 7. Areas of responsibility – school

- To sign in with pupil numbers for each swimming session
- To inform the pool staff of pupils with special needs, medical conditions, injuries, illness or language barriers
- To discuss with the swimming instructor teaching groups
- To follow the NPTS in line with the National Curriculum
- To ensure that pupils wear the correct swimwear, remove jewellery and that long hair is tied back
- To wear appropriate clothing for the poolside e.g. trainers and sports wear
- To bring enough staff to support pupil numbers in and out of the pool
- To bring staff who are confident to teach swimming
- To supervise pupils in the changing rooms
- Ensure that pupils understand and follow the safety guidelines posters at the pool
- To ensure that any school staff/helpers on the poolside are actively involved with a teaching group and if not they are sat in spectator areas
- To be responsible for the health, safety, welfare and behaviour of their pupils at all times.