

*Sonning Common  
Primary School*

**POLICY  
STATEMENT  
FOR THE  
SWIMMING  
POOL**

*Policy 27 Version 2  
Autumn 1998*

## **SWIMMING POOL POLICY**

### **INTRODUCTION**

The Governors of Sonning Common County Primary School endorse and support swimming as part of the National Curriculum for P.E. and as a specified activity in that document.

This policy covers procedures at the site trainer pool and at Gillotts pool.

Children take part in swimming -

- to exercise the body and the mind
- for safety reasons (150 young people drown in Britain every year)
- for recreational and social reasons - anyone of any age or ability can enjoy this exercise.
- to develop greater confidence when swimming.
- for remedial reasons- swimming can be a very suitable exercise after injury or illness or for the physically and mentally handicapped.
- for competitive reasons.

### **ORGANISATION**

All infant and lower junior children (years 1 to 4) will use the school pool. All upper junior children (years 5 and 6) will be transported by coach and use Gillotts Swimming Pool.

Suitable staffing arrangements are made for the children to get from the classrooms to the pools and they are properly supervised when using the changing rooms.

In the case of infants and lower junior children they will swim every week in small groups. Upper juniors will swim twice every three weeks during the Autumn and

Spring terms and use the Summer term for passing swimming tests in small groups.

All children will be supervised by trained life-savers. On no occasion will they be taught in groups of over 20 at Gillotts and 12 on site.

Staff will ensure that pool procedures and Health and Safety arrangements are met.

Swimming hats and recognised swimming costumes fit for the purpose are recommended. Swimming hats must be worn to prevent the filter from becoming blocked. Goggles should not be worn unless on written recommendation of a medical practitioner.

Food and drink should not be consumed prior to or during swimming activities.

Users should note that the whole school site is a no smoking area.

All children must use showers, toilets and footbaths prior to entering the pool area.

Children not participating in swimming activities must not attend the pool site.

Parents should supervise their own children on site while waiting for swimming lessons.

A swimming register must be taken and maintained.

Pupils should be sorted into ability groups for lessons.

Rising 5s may commence swimming as soon as they start school (if a timetable slot is available).

A whistle should not be used as teaching aid, only for emergency use in clearing the pool.

Parents and teachers who know that the children they are responsible for have health problems e.g. epilepsy, asthma, hearing difficulties etc. should inform the swimming instructor immediately.

## **QUALIFICATIONS**

As a minimum at least one of the following qualifications is required:-

- a) The Bronze Medallion of the Royal Life Saving Society (RLSS).
- b) The Pool Lifeguard Bronze Medallion of the Royal Life Saving Society.
- c) The Amateur Swimming Association (ASA) Royal Life Saving Society Life Saving Certificate.

## **PROGRAMMED ACTIVITIES**

No person will enter the pool enclosure unless the Controller of the Swimming activities is present.

No person will enter the water until permission is given by the Controller of the Swimming activities.

The Controller of the Swimming activities must be in a position to see the whole of the group and must not be in the water at any time unless in case of emergency or effecting a rescue.

A written register should be taken and maintained. The Controller of the Swimming activities will ensure the counting of the number of persons before entering and after leaving the water.

Individual pool rules, emergency procedures and effective discipline must be observed at all times. Pool drill will be practised and obeyed. Deep and shallow water areas must be explained to students or pupils.

## **PROCEDURES**

In the case of an emergency the life save or instructor will blow the whistle twice for children to get out of the water.

All staff and children will wait silently with their backs against the walls of the building and listen for further instruction.

In the event of having to evacuate the pool (eg a fire) all staff and children will proceed silently and in an orderly fashion either through the normal exit or by the emergency doors or windows. They should line up outside in the school playground or leisure centre car park where a register will be called.

Children should be led under cover at the first available opportunity. In the event of a life-saving operation in the water all children should remain silent and still as described above and await further instructions.

## **BEHAVIOUR AROUND THE POOL**

Children should obey the signs eg no running, no diving etc. Under no circumstances should children push one another or jump in or dive in on one another.

There is a list of 12 swimming pool rules to be adhered to by all pool users (see page 5).

## **EMERGENCY PROCEDURES**

In the event of having to evacuate the pool building through alternative exits (for example the emergency door or windows) pool-users should assemble in the main playground area where the swimming controller should check all are present in the register.

In the event of fire there is a powder extinguisher in the boiler room.

In the event of injury or accident there is a telephone in the female changing room and a first aid kit poolside.

All swimming controllers will be trained to open the emergency door, the windows, and to use the telephone.

The Deputy Head of the school, Melanie Choules in liaison with the Parents Association representative, will be responsible for the up-keep of the medical kit.

There is a plan of the pool on page 6 and a complete Emergency Action Plan on

page 7.

# SWIMMING POOL RULES

- NO SMOKING
- NO RUNNING
- NO DIVING
- SHOWER BRIEFLY BEFORE SWIMMING
- ENTER THE POOL AREA WITH BARE FEET
- ALWAYS OBEY THE INSTRUCTOR OR LIFEGUARD'S INSTRUCTIONS
- PUT ALL FLOATS, BRICKS AND OTHER EQUIPMENT AWAY AFTER USE
- BE SURE TO KNOW EMERGENCY PROCEDURES
- REPORT BROKEN EQUIPMENT, LACK OF FIRST AID EQUIPMENT OR ANY OTHER DEFECTS TO THE INSTRUCTOR IMMEDIATELY
- KEEP THE INSIDE OF THE SWIMMING POOL AND ITS IMMEDIATE OUTSIDE ENVIRONS LITTER FREE
- NO PUSH CHAIRS TO BE TAKEN INTO THE BUILDING
- ALL CHILDREN MUST WEAR A SWIMMING CAP

**ENJOY YOUR SWIM**

Philip Marples (HEADTEACHER AND SITE MANAGER)





# EMERGENCY ACTION PLAN

- There will always be more than one adult in the pool building
- The teacher or life-saver is the adult in charge
- In an emergency the other adult will phone for help and care for the other children
- The other to use the telephone in the girls changing area to contact
  - Ambulance
  - School Office
  - Health CentreThese numbers are beside the telephone
- Place the casualty on the floor at the poolside if necessary
- Commence first aid until medical help arrives
- There is a first aid kit on the ledge above the girls' poolside footbath
- When the ambulance crew arrive they will take charge of the casualty
- Parents will be kept informed and incidents recorded in the accident book kept in the school office
- If the fire alarm goes then children will leave the pool through the usual exit or the fire door or the large windows at the rear of the building. After the register is called they will be taken to a covered area as soon as possible.

AMENDMENT SHEET FOR ALL POLICY STATEMENTS

POLICY FOR THE SWIMMING POOL  
POLICY NUMBER 27 Version 2

DATE POLICY RATIFIED; SPRING 1995  
DATE POLICY LAST REWRITTEN; AUTUMN 1998

<b>Review Date</b>	<b>Page</b>	<b>Line</b>	<b>Amendment</b>
Spring 1995			Version 1
Autumn 1998			Rewritten