



ORION SWIMMING CLUB

Child Protection Policy

This policy is based on ASA guidelines and the principles that:

- The child's welfare is the first consideration.
- All children, regardless of age, any disability they have, gender, racial origin, religious belief and sexual identity have a right to be protected from abuse (be it physical, emotional or sexual abuse or neglect).

Remember the ASA will support anyone who, in good faith, reports his or her concerns that a child is at risk of, or may actually be, being abused.

THE WELFARE OF CHILDREN IS EVERYONE'S RESPONSIBILITY

If you have concerns about the welfare of a child here at Orion please speak out. It's not your responsibility to decide whether or not a child is being abused, but if you have any concerns then it is your responsibility to take action.

The **Orion Swimming Club Child Protection Policy** has been designed to protect the children and young people involved with Orion Swimming Club and in order to minimise any potential risks to our swimmers we will abide by the ASA regulations with particular reference to:

- The code of Ethics
- Guidance on Child Protection
- The requirement for our club coaches, teachers, helpers and all those in direct contact with swimmers, such as "poolside parents" and gala officials to be registered with the ASA for child protection purposes (*ie.* CRB checks)
- Orion will operate an accreditation system for parents/relatives, friends and bona-fide press photographers by using a register and displaying ASA guidance on photography and video-recording at all events where camera equipment may be used. This system also includes the use of photographic/recording equipment, which is part of a mobile telephone. The unaccredited use of such equipment will lead to exclusion of the user.
- Orion will only use video footage of swimmers in line with ASA guidance and only for training purposes. In such cases, prior written consent will be obtained from the parent/guardian of each swimmer and any video footage will be wiped clear at the end of every session.
- The use of alcohol by Orion swimmers at training, club galas, opens or other meets is not sanctioned by the club and any such use by those under the age of eighteen years of age will be met by suspension and possible exclusion from the club

- Smoking is strongly discouraged as being counter to the health of the swimmer and against the objectives of the sport.
- The use of any performance enhancing drugs or illegal/banned substances will lead to the exclusion of the user. Orion Swimming Club wholly opposes the use of any such substances and will in no way sanction their use. We will abide by ASA testing procedures and it is for individuals to give their consent at District/National levels. Anyone found using illegal/banned substances will also be referred to the ASA.
- **All swimmers aged eight years and under must** be accompanied poolside by a parent or appropriate adult for the duration of their session.
- No swimmers/helpers will be left in the sole charge of the teacher or coach. At all times at least two adults will be present as a safeguard to swimmers, helpers and teachers alike.
- The above similarly applies to travelling to and from galas, opens, or training sessions. No lone adult should be left responsible for other than their own children. This reduces opportunities for abuse and reduces opportunities for allegations of abuse. Always ensure two adults are present, in terms of health and safety there could be an accident or a swimmer could be taken ill on the journey.
- The coach or most senior teacher present is responsible for ensuring that every swimmer is safely collected at the end of each session. If the session is prematurely ended (eg. a problem with water temperature) teaching staff will remain with the swimmers until the scheduled time for the session to end or until all the swimmers have been safely collected.
- Teaching staff will remain with swimmers up to twenty minutes after the scheduled end of the session, by which time any swimmer not collected may be deemed to have been abandoned. At such time the local police will be involved. *This should only ever relate to swimmers aged nine years and over since those of eight years and under should always be accompanied by a parent/responsible adult, poolside, for the duration of their session.*
- Orion will abide by ASA regulations with regard to teacher:pupil ratios.
- Orion will clearly publicise details of the swimming qualifications held by their coaching/teaching staff.
- Orion will clearly publicise the name and details of the insurers by whom they are covered, in order that there should be complete clarity that Orion are complying with all terms of the insurance policy.
- Helpers who assist in beginners lessons will be competent to provide partner support to the learners. Wherever possible, they will be *fourteen years of age or older* and will undertake training for the ASA Helpers certificate. All Helpers will follow the specific child protection guidelines. It will be the responsibility of the class teacher to direct the Helpers and if necessary decline their further help pending training. Helpers will sign in for each session.
- A qualified Lifeguard or teacher with an appropriate Swimming Teachers' Rescue Award must be on duty at every session. A list of qualified lifeguards should be available.
- Swimmers must never enter the water until invited to do so by their coach/teacher.
- Swimmers must exit the water immediately they are asked to do so by their coach/teacher or in the event of the fire alarm being sounded.

- Teaching staff, or another designated person, will take an attendance register at the start of every session.
 - Everyone present at all sessions must be aware of the fire regulations and must exit the building immediately on hearing the fire alarm. Coaches/teachers will provide regular reminders of the fire regulations and these will prelude all galas/club competitions held by Orion. Periodic fire drills will be arranged in conjunction with the hirers of the pools used for sessions.
 - On any occasions when adults are swimming at the same time as children/young people they will use separate changing facilities to the male/female group rooms used by the young people.
 - On any occasions when adults are swimming at the same time as children/young people they will train in separate lanes to the young swimmers.
 - Children should always change in an appropriate way *ie.* In the correct changing area (male or female). Under 8's who are unable to change themselves can go into the changing room most appropriate for the accompanying parent *ie.* Dad in the male changing area, Mum in the female area. Where this is difficult such as at the girls' pool then the cubicles should be used.
 - Children must not change at the poolside or be allowed to use the showers without their costume on - by teaching them the appropriate behaviour now any risk to them later in a different situation may be minimised.
 - Mobile phones should not be used in the changing rooms and mobile phones with cameras should not be used within the swimming pool area.
 - All club swimmers are expected to adhere to the Orion Swimming Club Behaviour Policy which is based on the principles of mutual respect and consideration for others.
 - Orion Swimming Club is committed to equality of opportunity and welcomes swimmers regardless of race, belief, gender or ability. At all times efforts will be made to provide for swimmers with disabilities although in each case, in the absence of specialist facilities or specially trained staff, a risk assessment will be required in order to ensure the safety of each and every swimmer.
 - This policy will be available to all members and all teachers/helpers of any type will be asked to sign to say they have read, understood and agree to abide by the Orion Swimming Club Child Protection Policy.
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If you have a concern

If you have concerns about the welfare of a child or young person you do not have to judge whether or not there is abuse but **DO** act on your concerns:

- Make a detailed note of what you have seen or heard.
- Do not delay in passing on the information.

If you are a member of Orion or the parent/carer/guardian/friend of a member of Orion Swimming Club then you have *three choices*:

1. ***If you think a child/young person is in immediate danger:***
 - **Contact the police or social services**
2. If there is ***no immediate danger***
 - Contact a club officer (or the referee at an event) – unless you suspect any of these people of involvement

or.....

3. Telephone **Swimline** on **0808 100 4001** for advice - if urgent help is required they can transfer you to the NSPCC helpline.

If you are a club officer or referee then:

- Ask for some written information from the person with the concern. This will help you pass on any factual evidence to **Swimline** if necessary and minimise the distortion of fact.
- If you think there may be an obvious explanation, such as bereavement or pressure from studies/exams then talk to the child's parents/carers but remember it is not up to you to make any judgement about the concerns. If unsure ring **Swimline** for advice.
- Ring **Swimline** on **0808 100 4001** the ASA's own helpline and talk to someone who understands both swimming and child protection. If you need **urgent** advice you can transfer to the NSPCC's Child Protection Helpline.
- Contact Social Services or in an emergency the Police.

If you are working with swimmers away from home then:

- Tell the team manager or coach.
- Call **Swimline** on **0808 100 4001**

All child protection concerns that require action by the club or statutory agencies will be referred to the ASA for information/action.

**All children have the right to be protected
from abuse in all areas of their lives.**

If you have concerns about the welfare of a child or young person at Orion Swimming Club please:

Talk to a Club Officer

or

**telephone the ASA's own Helpline
Swimline on 0808 100 4001**

**Whether it's about yourself or someone else don't be
worried to speak out and talk to someone, now.**