



Changing Room and Collection Policy

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1. Introduction

Under the duty of care to safeguard children, the club has a responsibility for the wellbeing of children in the changing rooms.

This does not mean that parents have no responsibility, but parents are often not in the pool complex at the time when children are swimming and training to exercise their duty of care. For this reason, the club requests that all parents of children in primary education must remain on the premises or nominate a responsible adult to be representing them.

The following are links to resources or contacts referenced from this Policy:

Swim England Wavepower 2020-2023	https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/
GCSC Welfare Officer	Welfare@Gloucestercityswimmingclub.co.uk

2. Responsibility during a club session

The view of Swim England is that while a child is training, they remain under the responsibility and duty of care of the person who is coaching them at that time. If a member goes out of the pool area, the coach should be aware of this. If the child fails to return within a reasonable time, or appears to be upset upon leaving the poolside, the coach should request a suitable official to check on them. It is best practice for two persons to look for the member (the second person could be a senior member or a parent).

Changing room incidents should be reported immediately to the GCSC Welfare Officer, or another officer of the club. If a complaint is received about an incident that has occurred in the changing room between a member of the club and any other person, the club has a duty to act upon that concern as appropriate, following the guidance of Wavepower 2020-2023. If the incident involves a person not associated with the club, the duty manager should be made aware and consideration given as to whether the statutory agencies need informing.

3. Information for parents regarding changing facilities

The changing facilities of GL1, along with other pools and sports facilities we utilise for club training or competitions, are usually shared by both club members and members of the public.

Parents should make their swimmers aware of the type of changing room in use, i.e. separate for male and female or mixed changing villages when visiting other premises (E.g. for away meets).

Parents should adhere to Aspire policies at all times, including but not limited to the prohibition of the use of mobile phones in the changing rooms by swimmers or family members at all times.

All members are reminded to change in an appropriate fashion, and to be mindful that they are changing in facilities shared with children.

Parents should be aware that they should not be in the changing room whilst the children are changing, unless their child is of an age where help is required from parents or if the child requires additional specific assistance. This is generally at an age that is stipulated by the pool hirer, usually seven or eight years of age. In such circumstances, the parent must be the same gender as the child, unless the facility has family changing facilities or is a mixed changing village.

4. Responsibility after a session is completed

It is required that all primary school age children be promptly collected from inside the venue. We understand that from time to time parents may not be able to arrive on time and all effort should be made by the parents to get in contact with an adult member of Gloucester City Swimming Club (GCSC).

Older children who are collected outside the premises should inform an official of the club if parents are delayed and wait inside the venue (e.g. cafeteria at GL1).

If a parent fails to collect a child, the club will follow the procedure outlined in the Swim England Late Collection of Children Policy described on page 101 of Wavepower 2020-2023.

If a child's whereabouts cannot be accounted for, while under a club activity, then members should invoke the Swim England Missing Child Policy described on page 100 of Wavepower 2020-2023.