

## 1. INTRODUCTION

Lancaster City Amateur Swimming & Water Polo Club (LCAS&WPC) as an affiliated of the Amateur Swimming Association (A.S.A.) seeks to follow and promote guidance issued by the Association in relation to child welfare, coaching and behaviour and, to comply with national legislation (The Children Act 1989) relating to child welfare and the safety of all persons present at, or participating in club events.

The A.S.A. principles are:

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.

LCAS&WPC has an appointed Child Welfare Officer whose primary role is to promote child welfare. Child welfare is also a standing item on the club committee agenda.

This Code Good Behaviour and Practice is based upon the A.S.A. document (produced in conjunction with the NSPCC, Sport for England and, the National Coaching Foundation), 'Child Protection in Swimming' which covers the following topics: A Code of Ethics for Teachers and Coaches, Extract from A.S.A. Law: Child Protection, Database Information: The A.S.A. Child Protection List, Guidelines for Use of Photographic and Filming Equipment at Competitions and Club Sessions and, Swimline Poster Information. To view this document please contact the Secretary or the Welfare Officer ( if you do not know who these people are, check with one of the coaches ).

## 2. BEHAVIOUR (by all club members)

All club members are expected to maintain satisfactory standards of behaviour which includes respect to all other persons including, fellow club swimmers, parents, all club members and, fellow competitors from other clubs. Swimmers must not act in a disruptive or unruly manner and should not undertake any activity whatsoever which might compromise the health and safety of either the swimmer or of any other persons. Examples include:

Act in a responsible manner including in changing areas

Being under the influence of drugs or alcohol

Bullying (psychological and physical)

Diving into water less than 1.5m deep

Entering the pool without permission

Not informing the person running the training session of a medical condition

Pushing others into the water

Pushing, pulling or wrestling under water

Running or jumping around on the poolside

Wearing jewellery in the pool

All reasonable requests must be complied with and any breaches of discipline may result in the offending individual being asked to leave the session immediately, temporary suspension from some or all Club activities. The incident may also be reported to the Club Committee, and further action may be taken in accordance with A.S.A. law.

### 3. COACHING AND TEACHING STANDARDS

LCSA&WPC is committed to promoting responsibility amongst and the personal development and high standards of coaches and helpers, including teaching and coaching in a positive environment in which children are encouraged to develop, encouraging mutual respect between coaches and swimmers and between swimmers themselves and, ensuring teaching and coaching are conducted in a safe and responsible manner.

Junior swimmers are not permitted in the water unless supervised by a coach. The pool lifeguard is a dedicated role and cannot be classified as either a coach in these circumstances.

For detailed guidance reference should be made to the A.S.A. document Safe Supervision For Teaching/Coaching Swimming and the A.S.A. document, Child Protection in Swimming.

Contact the Secretary or Welfare Officer to view either of these documents.

### 4. HEALTH AND SAFETY/UNTOWARD INCIDENTS

All coaches and helpers are given guidance in the appropriate actions to follow in the event of an untoward incident during a club organised event. At Salt Ayre assistance can be summoned from the centre staff by pushing one of the blue (*drown alarms*) or red (*fire*) buttons situated around the pool. All persons should then comply with any instructions given by the Leisure centre staff.

### 5. POLICE CHECKS ON CLUB COACHES/HELPERS

All coaches and helpers working within the club are police checked and lists of helpers are held on a database by and, reviewed annually by the A.S.A. There are times when swimming teachers will physically guide children through a swimming movement or technique or to move them to one side to reassure them. Should there be any reason for concern at this *practice* or at any other time, the matter should be brought to the attention of a *club officer*, or the Welfare Officer.

There is an A.S.A. Swimline help number (0808-100-4001). This telephone number is displayed on the club notice board.

#### 6. PHOTOGRAPHY, VIDEO RECORDING

Any person wishing to video or take photographs at any club event must first register and obtain permission from the person(s) responsible for organising the event. LCAS&WPC maintains such a register at all club events.

#### 7. REPORTING

Where there is concern for the welfare of a child or children, this should be reported to a club officer or the club's Welfare Officer any individual may ring the Swimline number (0808-100-4001) where you also have the option to transfer to the NSPCC Child Protection Helpline.

All adverse accidents/incidents should be reported as soon as possible to a club officer or Welfare Officer - failure to do so may result in unnecessary risk to others. The Club Secretary, in accordance with A.S.A. procedure is responsible for completing and maintaining an Accident/Incident Record Log.

#### 8. WEBSITE

The A.S.A. publication, Guidelines for Club Web Sites, can be viewed by contacting the Secretary or Welfare Officer

#### 9. TRIPS

A booklet, SafeSportAway, has been produced jointly by the A.S.A. and the National Society for the Prevention of Cruelty to Children. Information in the booklet covers a variety of topics including, Planning, Transport, Supervision, Assessing Risks, Communication with Parents and Carers, Insurance and, After the Trip. Details are also included For Travel abroad. Photocopies of the Checklists for an AwayFixture are issued to all persons who arrange and supervise away trips. Parents/members should contact the Club Welfare Officer if they wish to see this booklet.