



Changing Rooms Policy

CSC has a responsibility for the wellbeing of swimmers during training sessions and when in the changing rooms. Swim England do not advise adults to supervise changing facilities as that places them and the swimmers at risk of harm and allegation.

Parents can enter the changing room while swimmers are changing if their child is of an age where help is required (aged 8 and below) or if their child requires additional support/assistance. The committee also recommends that parents/guardians only access changing rooms to "hurry up" or briefly check on an older swimmer.

At CSC sessions are run within a leisure centre that has public swimming. The club hires the pool and not the whole facility, therefore as with all public swimming sessions; members of the public may be present.

Spending prolonged time in the changing rooms with older swimmers who DO NOT need help is not recommended as this may be open to misinterpretation.

CSC recommendations:

Our recommendation is that swimmers under the age of 12 should not be left at training without a parent, guardian or nominated carer. This is in case of illness, injury or session cancellation / early termination.

Swimmers who are 12 and over should always have a means of contacting a parent, guardian or carer in case of illness, injury or session cancellation / early termination.

CSC will not assume responsibility for swimmers who arrive early for their training and are unsupervised in the leisure centre.

Whilst a swimmer is training or competing at galas / competitions they are under the responsibility (duty of care) of the person who is teaching / coaching / team managing them at that time on behalf of the club.

The swimmers must at all time adhere to the **Members Code of Conduct** and all rules that apply or are given.

If a swimmer leaves the pool area, the coach / teacher / team manager needs to be aware of this.

If a child fails to return in reasonable time, or appears upset upon leaving poolside the coach /teacher / team manager should request a suitable club official to check on them.

It is best practice for two people to look for the swimmer (the second swimmer could be a senior swimmer or another parent).

Information for parents and swimmers regarding changing facilities:

Swimmers must be on their best behaviour in changing rooms (before and after swimming) and respect others using the changing rooms and facilities.

When using/sharing facilities with the public or in the public eye, swimmers are expected to behave at all times in a manner that upholds the good reputation of the club.

Display positive behaviour in the changing facility, male and female swimmers using separate changing cubicles.

Male and female swimmers may not change together.

Swimmers must respect the pool staff, pool facilities, equipment and other pool users when attending training sessions or open meets/galas.

Swimmers are advised to use the lockers to secure their belongings, or take these on poolside.

To reduce risk to all swimmers, except to call for emergency assistance; **mobile phones may not be used in the changing facilities.**

Phones should be stored securely in lockers.

Swimmers are requested not to leave belongings in the changing room cubicles as this prevents use by the general public.

Parents should not enter the changing room whilst the swimmers are changing unless their child is under the age of 8 or where assistance is needed, or the child has a disability and needs specific additional assistance.

Parents and competitors will be informed at events where other clubs are involved if the facilities are likely to be open to the general public at any time during the meet. Parents are asked not to visit their swimmers in the changing facilities during gala's as this places all swimmers at risk of harm; your behaviour may lead to misinterpretation or allegation.

CSC may however place a club officer or appointed poolside helper on the outside of the doors in and out of the changing rooms during meets/gala's. This allows swimmers to call for assistance if this is required.

SE advise that this approach has proved helpful when swimmers have reported incidents of bullying or general behaviour issues between swimmers in the changing rooms. However, at times when changing facilities are also accessible to non-club members for public swimming lanes it would be extreme to expect the club to search the changing areas in case a junior club member was there.

If a parent fails to collect a child, the club will follow the procedure outlined in the Swim England Wavepower document 2024.

1. Use the emergency numbers they have for the child to try to arrange for a nominated person to collect them.
2. If there is no answer from those contacts, ask the child if they have contact numbers for any other family members who may be able to help.
3. If there is no reply or response from the above and after 20 minutes you are unable to contact anyone else the organisation can seek advice from police or Children's Social Care or Multi Agency Safeguarding Hub (MASH).
4. If following either points 2 or 3 the child has to be transported to a place of safety by an adult club officer or coach in an emergency situation it is recommended that two Disclosure and Barring Service (DBS) checked adults from the club transport the child. In all cases the child should be seated in the back seat.
5. The officers must never leave a child alone, unless they are over 16 and parents/guardians have agreed with the club previously that their child can make their own way to and from training.
6. Until a child is collected, to maintain the wellbeing of all concerned, two appropriate officers (ideally who hold a DBS check) or parents/guardians must remain with the child. Seek advice from police or Children's Social Care or Multi Agency Safeguarding Hub (MASH).

Swim England's view is that each affiliated club has a duty of reasonable care to swimmers, which extends to an awareness on the part of the club that their junior members have been collected, as far as is possible, at the conclusion of a session, i.e. that a swimmer is not left unsupervised if a parent is late.

This has to be age appropriate, i.e. the Swim England Wavepower notes a 17 year old is capable of getting themselves home, but a 12 year old is not. In this case best practice is for all junior members under the age of 14 and their parents to be aware that if swimmers are not collected by a parent, then they should make that known to a coach or the club Welfare Officer and for this individual to ensure that the club member is supervised appropriately until a parent arrives or the parent communicates alternative arrangements.

Changing room incidents


1. If a complaint is received that an incident has occurred in the changing room between a swimmer and another person in CSC, the club has a duty to act upon that concern and investigate appropriately.
2. If the incident involves a person not associated with the club, the pool manager should be made aware and consideration given as to whether the police or statutory agencies need informing.
3. If swimmers notice any unusual behaviour by members of the public they are requested to make the coaches aware of this immediately. The coaches will notify the centre staff and the police /appropriate agencies will be called immediately.

4. Where possible, swimmers will be asked to notify the coach of the cubicle number or position within the changing village.

5. Any incidents should be reported to the Club Welfare Officer via:









welfare@crowleysc.co.uk


Changes to safeguarding policies - Wavepower

 Wavepower, our safeguarding policy and procedures document has been updated.

Our changing room policy now **prohibits all use of a mobile phone or device in a changing area** during Swim England regulated activity.

Reviewed 01/2024

-   Taking photos or videos
-   Texting
-   Making phone calls
-   Browsing the internet

 We've introduced this is to **make sure people feel comfortable** when getting changed and to avoid accidental audio and visual footage being captured.

