



Bristol Penguin Olympic Swimming Club **Collection of Children and Changing Room Policy**

The Club shall comply with Swim England guidelines and code of ethics as defined in the Swim England handbook. The Club will conform to the Child Protection Act.

Bristol Penguin Olympic Swimming Club will follow the ASA Changing Room Policy (pages 65 and 66 of the Wavepower document).

In addition to this, we would like to bring to further attention the following:

At times we share changing villages, poolside and public spaces with members of the general public. In the case of mixed changing villages there may be some overlap with members of the public, but there will be no overlap with members of the public at sites where there are female and male changing areas without cubicles. Masters (adult) members will not change at the same time as members under 18 at pools where there female and male changing areas without cubicles.

Changing Rooms

- Parents should not be in the changing room whilst children are changing, unless their child is under eight years old or if the child requires special assistance (this must be agreed with the BPOSC Welfare Officer).
- In such circumstances, the parent must be the same gender as the child, unless the facility has family facilities or is a mixed changing village (see below for type of changing facilities).
- Type of changing facilities at the centres we use:
 - Bristol South Swimming Pool – individual cubicles on poolside
 - Clifton College Leisure Centre – female and male changing areas
 - Easton Leisure Centre – mixed changing village and group changing areas
 - Henbury Leisure Centre - mixed changing village and group changing areas
 - Hengrove Leisure Centre - mixed changing village and group changing areas
 - St. Mary Redcliffe and Temple School Pool – female and male changing areas – no cubicles
- At St. Mary Redcliffe & Temple School pool:
 - At the start of a session parents who are not assisting with changing (following the above rules), are requested to wait in the corridor outside the changing rooms until they are allowed onto poolside. They may then walk quickly through the correct gender changing room to access the viewing area on poolside. Parents may not wait in the changing area.
 - Similarly, at the end of the session, parents must walk directly through the correct gender changing room.
 - Please also ensure doors are closed after leaving the changing rooms.
- If there are any issues in the changing rooms, children should come and find a BPOSC teacher or coach or call to them if they cannot leave the changing area.
- Parents/carers and swimmers are reminded that mobile phones/electronic devices should not be used in the changing areas, showers, toilets or on poolside.

During a Session

- While a child is training or being taught, they are under the responsibility of BPOSC, and specifically the teacher/coach in charge of the session.
- If a member needs to leave the pool or land training area, for example to use the toilet, they need to make the coach or teacher in charge aware of this before doing so. If they do not return in a reasonable amount of time, the coach or teacher in charge will arrange for someone to check on them.

Collection of Children

- After the swimming session/gala has finished at the advertised time, parent/carers with swimmers under the age of eight need to come on to poolside to collect their child. Swimmers of eight years of age and over will be sent to the changing areas. Parent/carers need to collect their children from outside the changing area.
- The designated coach/teacher will wait until all junior members have been collected or left (as appropriate), before leaving the site.
- If a parent/carer does not arrive at the advertised time, swimmers need to tell their coach/teacher (they may need to come back on to poolside to do this). BPOSC will then follow the ASA Late Collection of Children Policy as on page 81 of the Wavepower document.
- The club is aware that junior swimmers will need to be collected, but more senior swimmers may make their own way home if this is the arrangement agreed with their parent/carer.
- The club is aware that many parents/carers have lift sharing arrangements which exist outside the responsibility of the club.