

Glenalbyn Swimming Club



POOL-SITTING DUTIES

Before Session

1. Arrive on time for the session to start.
2. Identify yourself to the Duty Manager at the Reception of the Pool Center (i.e. Monkstown, Loughlinstown, UCD or any other venue hired by GSC) area of the pool and inform them that you:
 - a) are the parent on duty for Glenalbyn SC
 - b) will be on duty poolside, in the spectator area during the session
 - c) will be returning to the Reception Area when the session completes for 10minutes in case of any issues or incident while the members are in the changing rooms.

During Session

3. Be visibly seated in the spectator area
4. Let the Coach know you are present for Pool-Sitting before the training session starts.
5. Sign the Pool-Sitting Book (available from coach) with your name and the correct date. If you have swapped with someone, please sign your own name, but also note in brackets the name of the person originally scheduled to be there.
6. Note any incidences in the Pool-Sitting Book under your name (e.g. If a child feels unwell, if a child leaves the pool early, if the session ends early, or if anything unusual happens).

Note: If a swimmer gets out of the pool because they feel unwell, please keep checking that all is OK in the dressing room until the parent arrives. This may involve requesting another swimmer to be in the dressing room.

7. It is OK to read during pool-sitting sessions, but please remember to check that all is well every few minutes.
8. Ensure all swimmers have left the water before you leave the poolside.

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POOL-SITTING DUTIES (CONTD)

At End of Session

9. At the end of the session, immediately go to the Reception area of the Pool Centre. Identify yourself to the Center's Duty Manager as the Glenalbyn parent on duty for any issues or incidents in the Changing Room.
10. Remain '**on duty**' for at least **10 minutes after the session** has finished.
11. If there are any issues with Members behaviour in the changing room, liaise with the Pool Center's staff to resolve, maintaining the 2-adult rule at all times.

Behaviour which is **NOT** allowed includes:

- Running and horseplay
 - Shouting, screaming and use of bad language
 - Banging doors or any abuse of equipment or fixtures in changing rooms
 - Excessive use of water with intent to flood toilets or hand basins
 - Being disrespectful or causing upset to any of the facilities staff or other members / guests
12. It is the responsibility of the Pool-sitter to report any behaviour issues or concerns to the Committee.
You can do this by either
 - a) email the current members - listed on the website or
 - b) put a brief note into the WhatsApp group saying that you need to speak to one of the Committee members regarding concerns or issues. Please do not put specifics of incidents into the WhatsApp groups.

Cancelled Sessions

13. In the case that the session is cancelled unexpectedly by the Pool Centre or Coach after the children arrive (e.g. for Health and Safety reasons), the Coach will notify parents of the cancellation and to immediately make arrangements to collect their children without delay.
14. The Coach and the Pool-sitter must remain until all the children are collected or alternative arrangements for the children are communicated by their parents via the WhatsApp / message.