



VIRTUAL TEACHING AND LEARNING AND PRINCIPLES FOR POSTING ON SOCIAL MEDIA

APRIL 2020

Hailsham Swimming Club has developed the following best practice guidance and principles for the delivery of teaching and learning on-line using protocols set from Swim England (April 2020). The guidance also relates to the uploading of videos and photos onto its social media channels: Team Unify, Facebook Member Page, Instagram and Twitter.

The current situation in relation to the outbreak of COVID-19 is unprecedented and it is a significant challenge for clubs to keep members connected and engaged with the sport of swimming, whilst adhering to government guidance.

One clear opportunity is to undertake on-line delivery of activity from teachers and coaches, along with the development of a land training weekly programme that swimmers can undertake from their own homes. There are opportunities for the club to deliver on-line live or recorded activity from qualified fitness trainers for swimming members to follow.

The following guidance outlines how a teacher or coach will facilitate virtual training and ensure that they are operating in a safe and effective manner in accordance with the Swim England Club insurance policy and [Child Protection Policies and Procedures](#) which are still in operation. The Swim England Safeguarding Team have provided useful guidance in relation to the use of on-line communication platforms for members under the age of 18.

Coach Qualifications

HSC are lucky to have qualified fitness instructors as employed and voluntary staff. Coaches will deliver activity for which they are trained, and in all instances coaches will apply sound coaching practice. Land training activity has been risk assessed and will set at the appropriate developmental stage for the participants. Adjustments will be made accordingly to sessions that are not run face-to-face, by ensuring video demonstrations are given and ongoing monitoring is undertaken, requesting feedback from swimmers and parents.

Coaches with a recognised land training/strength and conditioning qualification:

Natalie Weston (Level 3), Miriam Cottingham (Level 2), Craig Steenhoff (Level 2), Rozzie Scarff (Level 2)

These coaches can deliver land training activity on-line, with appropriate risk assessments being undertaken. Safe practice will be undertaken and will be set within the level for which the leader is trained.

Coaches with a recognised aquatic qualification (but no land training qualification): all other coaches

These coaches can deliver on-line training that replicates pre and post pool dryland activity, using appropriate technique and ensuring the volume and intensity is within healthy limits for the participants.

Coaches with no aquatic qualification: will not deliver any content

Activity outside the scope of the qualification: Coaches can refer their participants (through notification of their parents) to relevant and reputable content by other providers, including Swim England. No liability for an injury or issue arising from following such content will be accepted by the Club.

Maintaining Participant Safety

Safety of all of the club's members is paramount. Delivering on-line content brings with it extra challenges that will be need to be addressed. The following guidance will be followed:

- The coach will consider all of the usual safety considerations for the training they intend to deliver.
- The coach will consider the environment that the participant will be training in and
- All members (and their parent if under 18) should check that the indoor or outdoor space is appropriate for the training they are going to undertake. The following are examples of what should be considered:
 - What is the floor like? Is it safe and will it stay so when wet?
 - Is the area well ventilated?
 - Do they have a mat?
 - Can they exercise outside?
 - Is there furniture they may bump into—can it be moved?
 - Have they got enough space to exercise safely?
 - Are there any trip hazards?
 - Are pets and other distractions being kept away from the exercise area.
- Any equipment used should be wiped clean before and after use
- A responsible adult should be in proximity of the athlete at all times to deal with any issues that arise and to stop the athlete training if there are any health / safety concerns.
- The swimmer / parent for U18s should confirm to the coach that the athlete is fit and healthy for the intended training or seek medical advice if in any doubt. This should have already been undertaken through the submission of Par-Q land training forms, but if there is any concern please contact their coaching staff.
- Appropriate clothing should be worn including suitable footwear, no jewellery etc.
- The athlete should feedback to the coaching staff if any issues or problems arise and have a session debrief if possible.
- The teacher / coach and participants should always stay well hydrated.

Making Virtual Communication Safer

The Club has increased its social media content and communication during the period of lockdown as a key way to keep up team morale and share the experiences of all Members as they undertake their fitness programme. The posting of photos or videos on our Facebook Member page or to the administrators of Team Unify, Instagram and Twitter is considered to be authorisation by the participant to be shared. Please note the following groups and their privacy settings:

- Facebook Member Page – Club Members only group
- Facebook Public Page – Public group for anyone to see
- Instagram – Public group for anyone to see
- Twitter – Public group for anyone to see
- Team Unify – notifications can either be public or private to members

If in sharing your content, you do not wish for it to be made available to public open channels, and only to members then please can you contact the Chairman/Membership Secretary in advance of posting.

The **Club Welfare Officer** is aware of the methods that the club are using to communicate with members under the age of 18 years. If you have any concerns then you may contact them at: welfare@hailshamswimmingclub.org

Social Media Considerations

When posting pictures or videos onto the Club's social media channels, please consider the following issues::

- The communication should take place in an appropriate setting. You should avoid recording in casual or intimate atmospheres / locations. An impersonal or blurred background is preferred and is less distracting for members.
- If any live or interactive broadcast is used, there should not be any one-to-one interaction between the coach and child without another responsible adult present with the child. This will reduce any risk to both the children and adults.
- Appropriate boundaries must be maintained – avoid contact that a reasonable person might question. A professional tone is critical to maintain boundaries online.

The following post-delivery considerations will be made by the Club:

- Images/ videos of the session may not be stored for personal use or without parental consent. If a teacher / coaches has a legitimate reason for such they must comply with Swim England's Child Safeguarding Photography Guidance, page 86 of Wavepower.
- Report child safeguarding concerns immediately to the Club Welfare Officer