

Team Swim School



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CHILD PROTECTION AND SAFEGUARDING POLICY

October 2023

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POLICY STATEMENT

Children of **Team Swim School** have the right to be safe. All coaches should ensure that this fundamental principle takes precedence over all other considerations.

At **Team Swim School**, we believe it is everyone's responsibility within the club to protect children. This policy applies to all those involved in **Team Swim School**, coaches, administrators, officials, parents, guardians, and young people.

We at **Team Swim School** are committed to good practice which protects children from all forms of harm, abuse and exploitation. Staff and volunteers accept and recognise their responsibility to provide an environment which promotes the safety of the child at all times. To achieve this, we will;

- Team Swim School will encourage all who work with children/young persons within the Club to attend a child protection course
- Team Swim School accepts that the welfare of the child is paramount as per the Children's Act 1989
- All allegations of alleged abuse will be taken seriously, acted upon and responded to within an appropriate time frame.
- All those within Team Swim School have a responsibility to report child protection concerns to the Child Welfare Officer or a member of the coaching staff.
- If abuse is suspected then the Welfare Officer will refer the matter to the relevant statutory or voluntary bodies
- All those seeking employment with Team Swim School, or who work/ volunteer to work within the club will have to undergo the relevant checks including DBS to ensure suitability in accordance with both current government legislation and Swim England guidelines. Anyone refusing to undergo these checks will not be eligible to work or help with children.
- All those who work/ help within Team Swim School have a duty to familiarise themselves with current Swim England child welfare guidelines. (**Wavepower 2020-2023**)
- Team Swim School will review this policy annually or if a major change in legislation occurs.

WELFARE OFFICER

The Welfare Officer within Team Swim School is

NAME: Paul Furness

Mobile: 07915510720

Paul Furness is to be made known to young members, coaches and parents alike; as the persons to whom concerns will be addressed.

EQUALITY STATEMENT

Team Swim School is committed to a policy of equal treatment of all members and requires all members of whatever level of authority to abide and adhere to this general principle and the requirements of the Codes of Practice issued by the Equal Opportunities Commission and Commission for Racial Equality.

All children should be valued and treated in an equitable and fair manner regardless of ability, age, sex, religion, social and ethnic background or political persuasion. Children, irrespective of ability or disability should be involved in sports activities in an integrated and inclusive way, whenever possible, thus allowing them to participate to their full potential alongside other children.

Team Swim School recognises the additional susceptibility of some children and the extra difficulties they may face when seeking help, i.e.

- Dependency due to disability may make some children feel powerless
- On occasions possible limited ability to communicate their feelings
- A negative self image can make children vulnerable to manipulation by others.

CONFIDENTIALITY STATEMENT

We at Team Swim School will treat information of a confidential nature which will only be communicated on a “need to know” basis, with the welfare of the child paramount.

Considerations of confidentiality will not be allowed to override the rights of children or young members to be protected from harm.

AWARENESS OF THE ISSUES

Background knowledge in relation to child abuse, the general principles of child protection and the ability to recognise and respond to abuse are important issues. Of primary concern for Team Swim School is the issue of Child Protection of our young members within the operation of the club. However, being cognisant of the indicators of abuse in respect of young members caused by others outside the club, is of an equal importance for the safety and well being of that child.

Definitions and Indicators of Abuse and Self Harm

The key areas of abuse are:

Physical abuse	<p>This happens when a child is deliberately hurt. This can cause injuries such as cuts, bruises, burns and broken bones. It can involve hitting, kicking, shaking, throwing, poisoning, burning or scalding, drowning or suffocating.</p> <p>Physical harm may also be caused when a parent/guardian, carer or other adult fabricates the symptoms of, or deliberately induces, illness in a child. An example of physical abuse may be the imposed use of performance enhancing drugs or persistent training, which is beyond the capacity of the individual leading to physical harm.</p>
Emotional abuse	<p>Also referred to as psychological abuse, it is the ongoing emotional maltreatment of a child. Emotional abuse is persistent and, over time, it severely damages a child's emotional health and development.</p> <p>Emotional abuse could include a coach who continuously criticises, uses sarcasm and/ or name calling or who generally belittles the child. Parents/guardians can emotionally abuse a child by having excessively high expectations which places unrealistic pressure on the child, or by constantly giving the child negative feedback.</p>

<p>Sexual abuse</p>	<p>This can include forcing or enticing a child to take part in sexual activities. It doesn't necessarily involve violence and the child may not be aware that what is happening is abuse.</p> <p>There are two different types of child sexual abuse. These are called contact abuse and non-contact abuse.</p> <p>Contact abuse happens when the abuser makes physical contact with the child. Non-contact abuse involves non-touching activities.</p>
<p>Neglect</p>	<p>This is persistently failing to meet a child's basic physical and/or psychological needs usually resulting in serious damage to their health and development.</p> <p>An example of neglect could be that a coach or officer fails to ensure the safety of a child by exposing them to undue cold or to unnecessary risk or injury. Neglect often highlights a failure in fulfilling a duty of care.</p>
<p>Bullying</p>	<p>Defined as deliberate action or hurtful behaviour by one or more people that is repeated over a period of time.</p> <p>Bullying causes hurt to an individual or group and the damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to children, to the extent that it affects their health and development or, in extreme cases, causes them significant harm (including self-harm).</p>

Harassment	<p>Defined as an act that is unwanted by the recipient. It may be through the provision of items or unwanted actions from another person but by definition it is the unwanted nature of the action or item that distinguishes the nature of the act as harassment. It is for any given individual to determine for themselves what is acceptable to them and what they regard as offensive, although any other individual affected by such conduct can also report the behaviour as harassment.</p> <p>Harassment can be deemed to be a criminal offence in some circumstances and can lead to the use of a restraining order or criminal prosecution.</p> <p>Harassment can take many forms, some examples include suggestive or sexual remarks, racist insults or jokes, verbal abuse or use of foul language and unwelcome attention. The impact of harassment for the individual can be profound. It can lead to the child feeling unhappy, demoralised or undervalued as a person. Harassment is often a constant ongoing type of abuse where the individual causes extreme distress by the repeated action, usually verbally.</p>
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GUIDELINES FOR RESPONDING TO A DISCLOSURE

All concerns regarding child's wellbeing within Team Swim School will be dealt with accordance to Swim England Wavepower policy using three stages of action:

Stage 1 – React to the concern, disclosure, suspicion or allegation in a timely and appropriate manner.

Stage 2 – Record the relevant information.

Stage 3 – Report the information to the appropriate person(s) and/or organisation(s).

REMEMBER

DO's

Stay calm.

Listen & hear. Give the person time to say what they want.

Reassure them that they have done the right thing in telling and that it will be dealt with appropriately.

Record in writing what was said as soon as possible

Report to someone else in the organisation – “Welfare Officer”.

Record your report.

DON'Ts

Panic.

Promise to keep secrets.

Enquire into the details of the abuse.

Make a child repeat the story unnecessarily.

ANTI-BULLYING STATEMENT

Coaches should challenge bullying in any form i.e. physical or emotional. Physical bullying can take the form of attacks, such as hitting, kicking, taking or damaging belongings. Emotional bullying may be a verbal assault, including name-calling, insults, repeat teasing, sectarian/racist assaults, or it may take more indirect forms, such as spreading malicious gossip, rumours or excluding someone from a social group. Bullying is not an accepted behaviour towards anyone at Team Swim School be they child, coach, volunteer or parent. Anyone found to be bullying others will be dealt with seriously both in regards to the behaviour exhibited and the reasons for the behaviour.

TRAINING FOR COACHES

ALL coaches will be ASA or STA Qualified.

Education and training in the basics of child protection will apply to all coaches/volunteers working with the children or young members. Team Swim School is committed to continuous updating and review of our current Child Protection and Safeguarding Policy.

This policy should be read in conjunction with the relevant sections provided in Wavepower by Swim England.

TEAM SWIM SCHOOL RECRUITMENT PROCEDURES FOR TEACHING STAFF

Application process

In terms of child protection, due to the nature of the sport, swimming is considered to be a high risk activity and it is therefore important that teaching staff are carefully selected, trained and supervised. The steps as outlined below should be followed:

All teachers working in a 'regulated position' within Team Swim School must complete the application form. This should be returned to the club's 'Designated Person.'

In assessing the applicant's suitability Team Swim School will:

- Consider their relevant qualifications and experience.
- Consider their previous experience (if any) of working with children, inside or outside of sport environments.
- Consider their attitudes and commitment to child safeguarding.
- Ask them if they have ever been refused work that involved having contact with children.
- Ask them if there is anything else that the organisation should know that could affect their suitability to work with children.

All staff working for Team Swim School will require a DBS check, verified ID and 2 references.

We would also require a medical declaration.

GUIDELINES FOR GOOD PRACTICE & CODE OF CONDUCT

Team Swim School will ensure:

Proper supervision of children within the club and with a satisfactory ratio of coaches: children.

Maximum ratio will be taken from the ASA Guidelines for relevant age groups.

Use of proper, recommended equipment including:

- sport specific guidelines
- identification markers/ cones, clearly visible
- playing /coaching surfaces, free from debris
- use of equipment only when supervised by a coach.

Public Liability Insurance in place, covering all members of the club.

A first aider and first aid kit on hand in event of an accident, with accident/incident book to be marked up at every relatively serious accident. **NB** All accidents will be reported to parents at collection.

A safe environment for members

Ongoing training and information for coaches

Suspected abuse information treated confidentially

Appropriate action is taken if members breach standards of reasonable behaviour

The establishment and maintenance of a coaching register

The setting of standards of good practice

The implementation of good and safe working practice is to develop the club in the short, medium and long term to the mutual benefit of the member, the local area and community as a whole.

PHOTOGRAPHY& VIDEOING GUIDANCE

PHOTOGRAPHS AND IMAGES OF CHILDREN

Team Swim School prohibits all use of photography within the premises except for a private function, where permission must be obtained before hand and a consent form filled out by all members of the party.

No photography allowed outside of the swimming pool area in the school grounds.

EQUAL OPPORTUNITIES POLICY AT TEAM SWIM SCHOOL

Team Swim School are committed to a policy of equal treatment of all members and requires all members of whatever level of authority to abide by and adhere to this general principle and the requirements of the Codes of Practice issued by the Equal Opportunities Commission and Commission for Racial Equality.

All members are expected to abide by the requirements of the Race Relations Act 1976, Sex Discrimination Act 1986 and Disability Discrimination Act 1995. Specifically Discrimination is prohibited by:

Treating any individual on grounds of gender, colour, marital status, race, age, nationality or ethnic or national origin, religion, sexual orientation or disability less favourably than others.

GUIDELINES ON CONFIDENTIALITY

WHO NEEDS TO KNOW WHAT?

Team Swim School has a clear commitment to confidentiality and how this is to be respected. This statement covers much broader issues than child protection. We insist that families and children in contact with our organisation are sure, for example, that personal and sensitive details which they have confided about their lives or family situations will not be talked about or passed on to others without their consent.

However, the legal principle that 'the welfare of the child is paramount' means that considerations of confidentiality should not be allowed to override the right of children to be protected from harm. Everyone in our organisation, including children, must be aware that they can never promise to keep secrets. However, information of a confidential nature will only be communicated on a 'need to know' basis.

In any situation where there is an allegation or suspicion of abuse, it is important that the rights of both the victim and the alleged perpetrator are protected by ensuring that only those who need to know are given the relevant information.

This will mean, at the very least, informing:

- the person responsible for child protection in our organisation;
- where relevant, a statutory child protection agency;
- the parent of the child;
- the alleged perpetrator.

Informing the parents of a child about whom you are concerned will need to be handled in a sensitive way and may be undertaken in consultation with a statutory agency.

Any individual under suspicion whether or not they are a staff member or volunteer within Team Swim School has a right to be notified of the cause of the concern. This is another matter that will need careful consideration and should only be undertaken in consultation with a statutory agency if it is an

issue of suspect abuse.

Depending on the outcome of our initial inquiries, staff and other agencies who have contact with either the child concerned or the alleged perpetrator may need to be given brief details of the incident and subsequent action. The statutory agency will keep you right about who should be told, when they should be told, and the kind of information which it is appropriate to share.