

Royton Hall Primary School



Swimming & Water Safety Policy

Approved by:	Governors
Last reviewed on:	Spring 2026
Next review due by:	Spring 2028

Why we provide swimming lessons at Royton Hall Primary School

To meet the requirements of the National Curriculum;

To develop the personal and social development of children and their health and well-being;

To promote a valuable life skill.

How we will organise swimming at Royton Hall Primary School

Swimming at Royton Hall Primary School is timetabled across the school year for pupils in Year 2 & Year 6. Pupils in Year 6 go swimming in the second half of the summer term so that their skills can be re-assessed.

Swimming lessons last approximately 30 minutes and count as one of the weekly PE lessons.

Children currently walk to Royton Leisure Centre.

Roles and Responsibilities

The Governing Body and Headteacher

The governing body and headteacher will ensure there is a nominated member of staff who is delegated the responsibility of 'Teacher in Charge of School Swimming and Water Safety'. The headteacher will ensure the swimming pool safety policy and procedures in the school are followed. This incorporates ensuring the proper protocols are followed during the use of Royton Leisure Centre.

Governors and headteachers will meet with the teacher in charge of school swimming and water safety to ensure the policy and procedures contained within this document are being applied. These include:

- Completing risk assessments for school swimming. These will be regularly reviewed and updated where necessary.
- Ensure a current Normal Operating Procedure (NOP) and Emergency Action Plan (EAP) is in place for the pool to be used for School Swimming.
- Ensure all staff accompanying pupils to School Swimming have read and understood the current Normal Operating Procedure (NOP) and Emergency Action Plan (EAP) for the relevant pool.
- Ensure staff accompanying School Swimming are qualified to support the delivery of School Swimming and Water Safety and comply with the school's Safeguarding Policy
- Ensure relevant training for School Swimming is in place for staff
- Understand what School Swimming qualifications allow staff to do and ensure staff are confident and competent to carry out their role in School Swimming
- Maintaining a central record of staff qualifications and training (in School Swimming folder)
- Keeping current copies of the 'Conditions of Hire' and Leisure Provider Insurance details within the School Swimming folder

Teacher in Charge of School Swimming and Water Safety

- Visit the pool before swimming programme commences to understand all relevant NOP/EAP aspects and to risk assess and plan programme with the Specialist Swimming Teacher
- Obtain written information on pupils with medical conditions and/or additional needs and share with specialist Swimming Teacher prior to the School Swimming and Water Safety programme commencing. This information needs to be updated where necessary,
- Complete and share relevant documents with Leisure Providers e.g. Swimming Class Registers & Student Information, including information on pupils with medical conditions and/or additional needs.

Accompanying School Staff

School staff must:

- be given a clear role and understand the limits of their role,
- be confident on poolside,
- communicate effectively and appropriately with each other and Leisure Provider staff on safety issues,
- be suitably dressed for their role,
- ensure children are appropriately supervised when changing,
- ensure children are under control at all times,
- take head counts before, during and after sessions. This should be recorded in the swimming registers,
- enforce the NOP and EAP; all staff on the poolside should be aware of the emergency procedures of any external provision, ensure that children are aware of what to do in the event of an emergency evacuation,
- **remain on the poolside to provide an assisting role to support the School Swimming Lesson (they must have undergone a minimum of a reach and rescue training course)**
- hold responsibility for reporting on the progress of School Swimming (through ongoing monitoring and guidance from Leisure Provider staff). Identify those pupils unlikely to meet the minimum requirements for National Curriculum Swimming,
- be aware of the additional needs or medical conditions of the pupils they are teaching so that correct measures/precautions can be put in place with guidance from the Specialist Swimming Teacher.

The Specialist Swimming Teacher (e.g. Oldham Council / Leisure Provider Swimming Teachers)

The Specialist Swimming Teacher must:

- Understand their role in School Swimming,
- Work in partnership with the Teacher in Charge of School Swimming and Water Safety and other school staff accompanying children swimming,
- Ensure a suitable and sufficient risk assessment is undertaken for each group involved in swimming activities,
- Be aware of the additional needs and medical conditions of the children in their class, risk assessing these within the context of the swimming environment,
- Ensure the safe conduct of the class whilst the children are in the water and on the poolside,
- Enable children to have fun in and near water,
- Prepare, plan and teach high-quality School Swimming and Water Safety lessons in partnership with the school appropriate to the pupils' age and ability – showing a good understanding of National Curriculum requirements,

- Ensure appropriate numbers of fully qualified lifeguards are on the poolside,
- Understand their role and responsibility in the case of an emergency (understand the pool's NOP and EAP,
- Be able to organise a number of other staff (pool staff or School Swimming staff) so that the teaching groups are a 'best fit' for the standards and ability stages of the students,
- If in a leisure centre, liaise with the lifeguards and pool centre staff concerning the School Swimming session.

Risk Management

The school will follow the guidance set out in 'Safe Practice in Physical Education, School Sport & Physical Activity' published by the Association of Physical Education (formally BAALPE).

All staff involved with swimming provision will have read the relevant AfPE guidance.

Teacher-to-pupil ratios

Each pool will have a designated maximum bather capacity appropriate to the size of the pool which should be specified in the NOP.

Irrespective of the ratio there must always be at least 2 supervisors present on the poolside. Pupil/teacher ratios must not exceed 20:1 and for the vast majority of cases in primary school swimming will be less than this.

Medical Conditions

The school must be informed of any pupil medical conditions, which may affect the child's performance during the lessons. Certain serious conditions will require medical clearance prior to the pupil taking part. If a pupil suffers from asthma, it is essential their inhaler is with them at the pool.

Behaviour

The swimming pool is a place of work and should be treated as a classroom with the same rules regarding behaviour. This will be enforced by the school teacher.

Attendance

All parents **must** ensure that their children attend all allocated lessons as swimming is a statutory part of the National Curriculum. Parents do not have the right to withdraw their children from this statutory element of the National Curriculum, unless the child has a specific issue as addressed in an EHCP (Education Health Care Plan).

Children are encouraged to be independent in terms of organising their swimming kits. Children who forget their swimming kits will be provided with one from school. If for any reason a child cannot participate in the lesson, they will be required to attend and observe the lessons from the side of the pool. This is in line with the other aspects of the PE curriculum delivery.

Parents of children returning from an illness that would prevent them from swimming for a short period of time **must** provide the school with medical evidence of the illness in order that they may be excused from the lesson. Should a child not be able to swim for an extended period of time, a doctor's letter **must** be provided.

Swimming Kit

Boys: trunks or swim shorts. Shorts must have a lining and be no longer than mid-thigh. Long baggy shorts can cause drag resistance and in certain circumstances are unsafe.

Girls: 1-piece costumes. Close fitting leotards and footless tights may also be worn where normal swimwear is not appropriate for religious/cultural reasons. A Burka swimsuit is acceptable but it must be tight fitting and hood removed.

All jewellery, religious artefacts and symbols must be removed because of the potential danger to the wearer and other users. The only exception to this rule is a medic alert bracelet, which can be covered by a sweatband.

No earrings will be permitted during school swimming lessons.

Goggles are not needed for everyday swimming. It should be remembered that in the event of your child being involved in a hazardous water situation it is extremely unlikely that he/she would be wearing goggles. It is highly desirable therefore that your child learns to swim without being dependent on goggles.

Goggles may cause injuries even resulting in blindness if a child is knocked on the goggles when swimming or diving or putting them on and removing them. Goggles do not keep all water out of the eyes. Goggles often steam up for the first few minutes after putting them on. School swimming lessons usually last for about 30 minutes. The children swim in large numbers and sometimes in crowded conditions. Beginners do not always have full control of arm and leg movements. These factors may increase the possibility of being hit on the goggles. Goggles are held in place by tight elastic and are made of hard plastic.

The use of goggles is advisable only when there is an excessive reaction to the chemicals in the water and where the swimmer is involved in lengthy training sessions. Children may also require the use of prescription goggles for visual impairment purposes if advised by an optician. If goggles are used, they should not be made of glass or breakable plastic. It is recommended that such goggles be purchased from a recognised sports equipment retailer, local leisure centres or optician. Your child will need to be taught how to put on and remove the goggles and how to empty the water out safely.

If you wish your child to wear goggles in the school swimming lessons, please make this request in writing to the school.