

JUST ADD WATER Approved Training Centre

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Safeguarding Policy

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Purpose

‘To create an environment that is safe and secure for all learners, staff and associates.’

This policy covers children (i.e. persons under 18 years of ages) and vulnerable adults and is written in line with statutory guidance including:

- i. Keeping Children Safe in Education (2015)
- ii. Working Together to Safeguard Children (2018)
- iii. Prevent Strategy (2011)

Policy scope

There are three main elements to our policy:

- i. Prevention through centre support offered to all learners and the creation and maintenance of an organisational-level ethos.
- ii. Protection by following agreed procedures, ensuring staff are subjected to background checks prior to recruitment and they are trained and supported to respond appropriately and sensitively to concerns.
- iii. Support for learners and centre staff who may have been abused.

The Policy

Just Add Water Swim School recognises the responsibilities as listed below when working to deliver swimming lessons to children:

- Safeguard children from harm and abuse
- Take action when necessary to safeguard children
- Report any concerns about the welfare of children in their care

To achieve this Just Add Water Swim School will ensure that:

- i. All staff and volunteers receiving training in safeguarding as part of their mandatory induction.
- ii. Regular training for staff on identifying safeguarding issues.
- iii. Embedding a robust recruitment policy that enables critical checks in line with safer recruitment (DBS, barred lists, prohibition order checks and references).

A key aspect of this Safeguarding Policy is that it is the duty of swim teachers and all other staff involved in the provision of swimming lessons to raise/report any concerns they have about any child under their supervision. A teacher may suspect that abuse has been inflicted on a

child by an unknown third party; a colleague, a parent or teacher; or another child or group of children. If abuse is suspected a record must be kept of what has been said and it must be reported to the relevant authority. Acting on concerns is **not** the responsibility of the swimming teacher. Determining whether abuse has taken place is the domain of child protection professionals (social services and the police). However, the guidelines below will help to identify good practice in child protection when delivering swimming lessons.

Everyone who participates in swimming activities is entitled to an enjoyable and safe environment care and protection from abuse; the guidelines below are aimed at ensuring this is the case.

Teacher conduct:

Swimming teachers and others will ensure that their personal behaviour is beyond reproach and unambiguous. The policies and procedures of Just Add Water Swim School Limited will be followed so that the risk to all participants is made as low as possible.

As such, the teacher (and others) should;

- Act as an excellent role
- Respect all individuals irrespective of age, ability, sex and sexual orientation, development stage, religion, race or colour.
- Ensure that young people can participate without fear of harassment, intimidation, bullying and abuse.
- Treat everyone fairly, giving similar attention to those with more and less ability.
- Put the child's welfare before personal achievement
- Maintain a safe and appropriate relationship with their swimmers
- Any relationship must be built on trust
- Demonstrate proper personal behaviour and conduct at all times
- Refrain from touching the swimmer unnecessarily, always explain and ask if there is any need to touch and request permission to do so
- Ensure that all lessons are carried out in as safe an environment as possible
- Avoid being alone with a child
- Ensure parents or those responsible for the child understand if lessons are to be carried out on a one to one basis then they need to be present. Such training should not take place with the teacher and swimmer alone.
- Do not leave a child in a situation that you cannot control or where another can abuse them.
- Hand over care of the child to an appropriate person at the end of a lesson. Do not leave them alone at the end of lesson programmes.
- Always encourage and do not shout. Encouragement will produce better results whilst shouting can be classed as abuse.
- Never reduce a child to tears.
- Never use inappropriate language or sexual references
- Take care that the lesson is not too long or strenuous
- Show due regard for Acts of Commission or Omission where danger or injury could be caused.

- Create a culture of Safety
- Try to ensure children are dressed appropriately for the activity
- Be watchful of any symptoms of illness or distress
- Under no circumstances hit or strike a child
- Return any child who cannot be controlled to the care of the parent
- Report any witnessed, or suspected, incident of abuse to the swim school manager or person responsible for the course
- Explain, if any child confides that they have been abused, that they will have to report it further
- Report to the centre manager or person responsible for the course any incident of abuse confided to them by a child
- Report any injury suffered by a child to the centre manager or course organiser
- Never take photographs of children without the express consent of their parent or guardian
- Remember that abuse takes many forms
 - Emotional: e.g. Showing anger
 - Verbal: e.g. using sarcasm, putting down, bullying, applying too much pressure to achieve
 - Physical: e.g. inflicting pain or injury
 - Neglect: e.g. actions meaning children are pushed too hard, have inappropriate kit, or a child left unattended for too long after a lesson has been completed.
 - Sexual: e.g. touching or sexually explicit language

Following the good practice guidelines listed above will ensure that:

- All teachers operate within an agreed ethical framework.
- Swimming makes a positive contribution to the development of young people.
- Teachers are protected from false allegations of abuse or poor practice.

Responding to Disclosure

If a child discloses an allegation of abuse, it is important that teachers and assistants know how to respond. The following points provide good practice guidance to follow:

- Do not interrupt the child, listen carefully to what they have to say.
- You should *not* promise that what they tell you will remain confidential. Find an early opportunity to explain that the information may have to be shared with others.
- Ask questions for clarification only and remember that it is not your duty to investigate the issue, only to establish the facts. Ensure that any questions you ask are not leading questions that suggest a particular answer.
- Give the child reassurance that they have done the right thing in telling you.
- Be sure to tell the child what you will do next and with whom you will share the information.
- Make written notes immediately after a disclosure.
- Pass all information including written notes to the centre manager who is also the Designated Safeguarding Officer (DSO) for the swim school. The DSO will be responsible for investigating the raised concern through a set procedure.
- Just Add Water Swim School Limited will handle such allegations sensitively

- The DSO will also need to refer cases of suspected abuse or allegations to the local Social Services Department in accordance with LSCB procedures, and work with other agencies in line with *Working Together to Safeguard Children (2018)*. And the Police in certain circumstances
- The local LSCB for Dorset is <https://www.dorsetlscb.co.uk/>
- Concerns may be reported by the DSO to Dorset Safeguarding Children Board
Telephone: 01202 228866
Email: MASH@dorsetcc.gov.uk

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