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**Introduction**

ABC Swim UK recognises its responsibility for the welfare of its clients, to provide, as far as practicable, a safe and risk-free environment for members and others who may be affected by the swim schools activities.

To assist the swim school in meeting its responsibilities, ABC Swim UK relies upon every member to adopt and maintain a responsible attitude in regard to their own health and safety, as well as to the safety and well-being of others.

**Activities Covered**

ABC Swim UK activities covered by this Safety Policy include the following:

ABC Swim UK children’s Lessons on weekdays weekends

ABC Swim UK Baby and Toddler Lessons

ABC Swim UK Adult lessons

**Pool Safety**

**Lifeguard provision**

ABC Swim UK undertakes to agree with pool operators on the arrangements necessary for always ensuring the safety of the swimmers, when pool hire occurs. The safety policy will follow the STA and Swim England guidelines, which lays down safety guidelines for programmed activities – those with a formal structure, disciplined, supervised or controlled and continuously monitored from the poolside

At the following venues:

* Coppid Beech
* Farthings at Farnham
* Highdown
* Sonning Common
* Kendrick

ABC Swim UK ensure that teachers will have their Safety award for teachers in place. In accordance with the pools’ Normal Operating Procedures (NOP), where the agreement is for ABC Swim UK to have full responsibility during swimming training and programmed lessons at the above venues, there must be at least two adults in attendance.

If there is no one on the poolside with such a qualification, then no swimming is to take place.

**Teacher Qualifications**

The club will ensure that all teachers are suitably qualified with either STA or Swim England awards.

**Swimmer/teacher Ratios**

ABC Swim UK will ensure that the swimmer: teacher ratios (for swimmers in the water) as laid down in the Swim England and STA qualifications.

**Normal Operating Procedures (NOP) / Emergency Action Plan (EAP)**

ABC Swim UK will ensure that all teacher and other appropriate personnel are familiar with and understand the swim schools Emergency procedures; and the Pool Operators’ Normal Operating Procedures (NOP) and Emergency Action Plan (EAP), which set out the control measures for ensuring user’s safety in normal and emergency conditions.

The teachers will ensure that the ‘Pool Rules’ as set out in the NOP to reduce risks are adhered to (e.g., no running on poolside, no diving to be taught unless at the correct depth of 1.6m, changing, hygiene, no outdoor footwear, no glass on poolside etc).

Swimmers with the following should not enter the water:

• Vomiting

• Diarrhoea

• Infectious skin rashes

• Open Wounds

• Ear infections

**Risk Assessments**

ABC Swim UK believes that accidents are preventable and risks contained. The swim school has therefore carried out comprehensive risk assessments on all club activities; identifying specific risks, and where practicable, taking steps to mitigate them.

**Insurance**

ABC Swim UK will ensure a current and valid insurance policy is displayed on website and have a copy in their files which get taken to each venue.

**Emergency Contact Information.**

All swimmers are asked to provide Emergency Contact Details to ensure that all poolside personnel have access to emergency contact information for all members in their care.

**Taking Action**

The club’s emergency procedures are provided to all coaches and poolside staff

**Accident/ Incident Reporting**

All accidents or incidents will require a verbal report immediately following the occurrence and subsequently in writing from those responsible for group or event in progress at the time of the incident. This written report must be submitted to Beck and Ben and the details entered in the Accident Report Book. They will:

• record all incidents, accidents and injuries

• report all injuries where relevant to the appropriate authorities

• investigate all matters relating to health and safety

**Policy Review**

ABC Swim UK will receive and update this Safety Policy document as and when required by new circumstances, pool operator requirements or changes to current safety legislation.