



# SWIMMING HELPER GUIDANCE

Welcome to our school. You are very welcome here but, in order to keep you and others safe, we ask that you take a moment to read this summary of our swimming guidance. If you would like a full copy of our risk assessment, or any other related information, this can be downloaded from our website or you can request to see a copy of this from the office.

Please sign in at the office using the Swimming helper sign in chart – this will ask you to confirm that your DBS is in place in order to support this activity.

**Mobile Phones:** Before you enter the pool area we have a strict protocol around mobile phones for obvious safeguarding reasons – mobile phones must be kept in pockets/bags and must not be taken out under any circumstances – if you need to take an urgent call please let the Swimming teacher know and take the call under the covered area adjacent to the school office.

You will know the class you are based with and the office will advise the best route round to their classroom door.

The class teacher will outline their groupings and it is really important that a head count is taken as you enter and leave and swimming pool area to ensure everyone is in the right place.

If children need any assistance in the changing rooms please only enter if there is more than one adult with you so you are not unaccompanied in the changing facility – in the case of KS2 you would need assistance from the swimming teacher.

The class teacher will hand you the swimming communication book. Any notes/ messages for the class teacher are dated and written in here. The book needs to be returned to the class teacher at the end of the lesson.

April 2024