



# HARINGEY AQUATICS

## Policies and Procedures: Changing Area Policy

Haringey Aquatics is committed to providing an environment in which all children participating in its activities have a safe and positive experience.

The purpose of this policy is to clarify how our coaches/teachers and parents/carers exercise their duty of care to safeguard children in the pool changing areas. It also details the responsibilities of our members in pool changing areas. This policy should be read in conjunction with Swim England's Changing Room Policy set out in [Wavepower](#) 2024 (p82-84) and our guidance on photography when engaged in Haringey Aquatics related activities which can be found on our website.

Haringey Aquatics staff and volunteers will be aware of individual pool operator policies and guidance in Swim England's Wavepower document. These policies and guidance, and Haringey Aquatics' own policies are designed to protect the welfare of children in the changing areas and mitigate the risk of bullying, the misuse of mobile phones and sexual assault. Wavepower and our policies can be found on our [website](#).

If a complaint is received about an incident that has occurred in the changing room between a member of the club and any other person, the club will act upon that concern as appropriate, following the guidance on pages 34-42 of Wavepower. If the incident involved possible risk to children, the club will also make pool management aware. If the incident involves a person not associated with the club, the pool manager will be made aware and consideration will be given as to whether the statutory agencies should be informed.

Anyone found using a mobile device in a changing area will be reported to the Welfare Officer and venue operator.

### Teachers and coaches

Haringey Aquatics teachers and coaches are responsible for the safety and wellbeing of children at all times during the lessons and training sessions. If the member goes out of the pool area (for example, to use the toilet) the teacher or coach should be aware of this and will exercise reasonable judgement in terms of how long a child is out of the lesson or training session.

If the child fails to return within a reasonable time, or appears to be upset upon leaving the poolside, the coach/teacher should request a suitable official to check on them. It is best practice for two persons to look for the member (one of whom could be a senior member or parent).

It is the responsibility of the teacher/coach to report/escalate any welfare concern appropriately in line with Swim England guidance. See Wavepower - Reporting a Welfare Concern (p34).

## **Guidance for Parents/Carers**

Parents/carers have a duty of care to their children on completion of a lesson/training session. In order to exercise this duty of care, parents/carers of children who do not attend a lesson or training session must arrive at the facility promptly following the completion of the session.

Parents should be aware that some of our changing facilities (e.g. Tottenham Green Pools and Park Road Pools) may be shared with members of the public during training times.

Parents are discouraged from assisting their children in the changing rooms if they are eight years old or over unless there has been a special arrangement made with the club (e.g. if a child is not able to change without support). In such circumstances, the parent/guardian must be the same gender as the child, unless the facility has family changing facilities or a mixed changing village. This is in line with the policies of most pool operators and is intended to protect children from potential harm and adults from allegation.

Where facilities offer separate male/female changing facilities, please encourage your children to use the appropriate changing area and avoid the use of family or mixed changing villages.

Where possible, members are encouraged to arrive for lessons or training sessions “beach-ready” and to go straight to poolside (with all belongings).

Members should not be left unsupervised at the conclusion of a session in the event a parent/guardian is late in collecting them. All junior members should be aware that if they are not collected by a parent/guardian in a timely manner, then they should make that known to the coach/teacher in the first instance or to the club Welfare Officer, Membership Secretary or staff at the facility, who will ensure that the member is supervised appropriately until a parent/guardian arrives or they communicate alternative arrangements.

Please also note Swim England’s Late Collection Policy (page 87 of Wavepower) and Missing Child Policy (page 85).

## **Guidance for members**

All those who train/attend lessons with us at any of the facilities used by Haringey Aquatics are expected to behave appropriately and to comply with the club’s [Code of Conduct](#) for members at all times, including in the changing areas. This will include all members being aware of any behaviours that could affect the welfare of themselves or other members, including the use of smart devices in the changing areas (see club guidance on the use of smart phones when engaged in club activity).

Any instance of our Codes of Conduct not being followed will be investigated by the club and may lead to sanctions and/or escalation to Swim England and/or the police.

Members should be aware that some of our changing facilities (i.e. Tottenham Green Pools and Park Road Pools) may be shared with members of the public during training times.

Where facilities offer separate male/female changing areas, members are encouraged to use the appropriate changing area and avoid the use of family or mixed changing villages.

Where possible, members are encouraged to arrive for lessons or training sessions “beach-ready” and go straight to poolside (with all belongings).

Adult members should be encouraged to use their own area wherever possible, when changing at the same time as children. Where this is not possible adults are to be reminded to change in an appropriate fashion, and to be mindful that they are changing with children.

Junior members should be aware that if they are not collected by a parent/guardian in a timely manner after the conclusion of their lesson or training session, they should make this known to the coach/teacher in the first instance or to the club Welfare Officer, Membership Secretary or staff at the facility, who will ensure that they are supervised appropriately until a parent/guardian arrives or they communicate alternative arrangements.

Members should report any incidents of inappropriate/suspicious behaviour in changing areas to the teacher/coach in the first instance, who will escalate as appropriate, or to facility staff.

## **Our facilities**

Haringey Aquatics use four facilities in the borough.

### *Tottenham Green Pools and Fitness, N15*

- This facility, managed by Fusion Lifestyle, is used principally for training by Haringey Aquatics’ development, competitive and performance squads.
- Members of the public also have access to these changing facilities during training sessions.
- Separate male and female changing areas are provided here and swimmers are encouraged to use the appropriate area for changing, avoiding family and mixed village changing areas.
- Swimmers are encouraged to arrive at the centre “beach-ready” and head straight to the poolside using approved routes.

### *Park Road Pools and Fitness, N8*

- This facility, managed by Fusion Lifestyle, is used principally for training by Haringey Aquatics’ divers, water polo players and swimmers in development, competitive and performance squads.
- Members of the public also have access to these changing facilities during training sessions.
- Separate male and female changing areas are provided here and swimmers are encouraged to use the appropriate area for changing, avoiding family and mixed village changing areas.
- Swimmers are encouraged to arrive at the centre “beach-ready” and head straight to the poolside using approved routes.

#### *Mallinson Sports Centre, N6*

- This facility, managed by Highgate School, is used principally for teaching those on the Learn to Swim Programme and for training by swimmers in development, club and masters squads.
- Members of the public do not typically have access to these changing facilities during training sessions.
- Separate male and female changing rooms are provided here. Both changing rooms are largely open-plan, each segregated in to three areas.
- Masters (adult) swimmers should use their own area wherever possible, when changing at the same time as children. Where this is not possible adults are to be reminded to change in an appropriate fashion, and to be mindful that they are changing with children.
- Swimmers are encouraged to arrive at the centre “beach-ready”.

#### *Dukes Aldridge Academy, N17*

- This facility, managed by Dukes Aldridge Academy, is used principally for teaching those on our Learn to Swim Programme, for Women Only sessions, and by those attending mixed adult lessons.
- Members of the public do not typically have access to these changing facilities during our sessions.
- Separate male and female changing areas are provided here and swimmers aged eight and above must use the appropriate area for changing.
- This facility is used by very young swimmers who need help from parents and carers when changing. Swimmers under the age of eight who need assistance in changing should use the changing room according to the gender of their parent/carers.
- Swimmers are encouraged to arrive at the centre “beach-ready”.

Swimmers, divers and water polo players will, from time to time, use other facilities not listed above and should abide by the rules of the local operators.

If you have any queries or concerns regarding the content of this policy please contact Jaipooja Choraria, the club’s Welfare Officer, [welfare@haringeyaquatics.org.uk](mailto:welfare@haringeyaquatics.org.uk).