

Broomfield Park Swimming Club

Changing Room Policy

(based on Wavepower 2024)

Swim England experience shows that incidents of sexual assault and the taking of indecent images still occurs in changing rooms. It is imperative all club members, including employees and volunteers, understand the individually harmful and legal consequences of a person being sexually assaulted, or having indecent images of them taken. Such behaviour is illegal and will not be tolerated in any form.

BPSC is committed to doing all in its power to prevent such incidents happening and will use the full force afforded it to protect its members.

- Wherever possible, children of different genders should use gender separate changing rooms.
- Children of different sexes should change in separate areas of a changing village, never in the same or adjoining cubicles. This will reduce crimes involving covert use of cameras or phones.
- Mobile phones and devices should not be used under any circumstances in a changing room area during Swim England regulated activity. This should be supported by clear signage in changing rooms confirming a zero-tolerance approach to the use of mobile phones in changing areas.
- All use of mobile devices (in a changing area) must be reported to the Welfare Officer.
- The Welfare Officer will decide whether or not the breach of Wavepower is a safeguarding concern (such as the reported taking of images/video, or the placing of a phone over/under a changing cubicle) and if so, this must be referred to the Swim England Safeguarding and Welfare Team as soon as possible. If the breach of this policy is not deemed to be a direct safeguarding concern (such as a Member using their phone to make a phone call in a changing area) then this should be dealt with under the clubs behaviour and code of conduct process. If a potential crime has been committed, this must be reported to the Police immediately, and the venue must be informed.

Duty of Care to Swimmers in Changing Facilities

- Under the duty of care to safeguard children, the club has a responsibility for the well-being of children in the changing rooms.
- This responsibility is shared with the parents/guardians of the swimmers.
- In order to exercise this duty of care, parents/guardians of children attending Learn to Swim teaching sessions must remain within the pool venue for the duration of the swimming session.
- Parents/guardians of children in the club's other squads may leave the venue but must ensure they are contactable at all times via the emergency contact details provided.
- If, however, a swimmer has specific needs or for those children with a disability, the club requires parents to remain at the venue for the duration of the session.

Responsibility during a Club Session

- While training and poolside the child is under the responsibility and duty of care of the coach or teacher.
- A swimmer must ask the coach or teacher if they wish to leave the pool area.
- If the young person fails to return within a reasonable time or appears to be upset when leaving the poolside, the coach/teacher will request that a suitable club official check on them. It is best practice for two persons to look for the swimmer. (The second person could be a parent/guardian or a senior member). See "Missing Children" policy guidance.

- If the club receives a complaint about any incident that has occurred between a swimmer and any other person, the club has a duty to act upon that concern in line with Wavepower guidance and will investigate the matter appropriately.
- If the incident involved possible risk to children or adults at risk, the pool manager should be alerted.
- If the incident involved someone not associated with the club, the pool manager must be made aware and consideration given as to whether the statutory agencies need informing.

Changing Facilities at venues used by the club

- Ensure that parents/guardians are made aware that changing facilities at venues may be shared by both club members and members of the general public.
- Ensure parents/guardians are made aware of the type of changing room in use, i.e. separate for male and female or mixed changing villages (and what segregation measures are in place).
- Ensure that the behaviour of members in changing rooms is part of the member's Code of Conduct and any behaviour contracts, where appropriate.
- Masters (adult) members are directed to use their own changing area when changing at the same time as children. Where this is not possible members are to be reminded to change in an appropriate fashion..
- Ensure parents/guardians are aware that they should not be alone in the changing room whilst children are changing, unless their child is of an age where help is required from parents/guardians or if the child requires additional specific assistance.
- When organising an event where other clubs or swim schools are involved, ensure that parents/ guardians and competitors are advised (via the event information) whether or not the facilities are likely to be open to the general public at any time during the event.

Swimmers Conduct whilst using changing areas

- We have high expectations of our swimmers and require them to act sensibly and respect others and their valuables and not to fool around causing disruption and annoyance to other users and to follow the Club's Codes of Conduct.

Conduct of Parents and Carers whilst swimmers are using changing facilities

- Children 8 years of age and over must use the gender appropriate changing room and change independently.
- If you need to accompany your child, who is under 8 years of age you must change them in the parent's gender changing room.
- No parent should ever be in the wrong gender changing room
- Swim England and BPSC does not advise adults to supervise changing facilities, as that places them and children at risk of harm and allegation. Parents should not be in the changing rooms whilst swimmers are changing unless the swimmer is younger than 8 years of age and needs help or requires specific additional help to change (if older than 8 and help is needed please contact the Welfare Officer to agree how this can be met), unless the facility has family changing or is a mixed changing village. The club may place a club officer or appointed helper on the outside of the doors. This allows children to call for assistance if required.
- Parents must supervise non swimming siblings, especially in the changing areas and while on the balcony/stair areas at all venues.