



Safeguarding in Changing Rooms

Mobile phones and devices should not be used under any circumstances in a changing room area during Swim England regulated activity.

All use of mobile devices in a changing room must be reported to the Horwich Leisure Centre ASC Welfare Officer and venue. Contact welfare@hlcasc.org.uk.

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 will be dealt with under the Horwich Leisure Centre's ASC 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.

Responsibility

Under the duty of care to safeguard children, Horwich Leisure Centre ASC has a responsibility for the wellbeing of children in the changing rooms. This does not mean that parents/guardians have no responsibility, but parents/guardians are often not in the pool complex at the time when children are swimming and training to exercise their duty of care. For this reason, Horwich Leisure Centre ASC will be clear to parents/guardians under what circumstances they require parents/guardians to remain at the pool throughout a session. For example, children who require assistance with changing, or for those children with a disability who may require additional help that the Organisation is unable to provide.

While a child is training or being taught, they remain under the responsibility and duty of care of the person who is teaching or coaching them at that time. If a Member leaves the pool area, the coach or teacher should be aware of this. If they fail to return within a reasonable time, or appear to be upset upon leaving the poolside, the coach/teacher must request that a suitable person checks on them. It is best practice for two persons to look for the Member (the second person could be a senior Member or a parent/guardian). See page 85 of Wavepower for more information regarding missing children.



If a complaint is received about an incident that has occurred in the changing room between a Member of the Horwich Leisure Centre ASC and any other person, Horwich Leisure Centre ASC has a duty to act upon that concern as appropriate, following the guidance on page 34 of Wavepower. If the incident involved possible risk to children or adults at risk, you must also make pool management aware.

If the incident involves a person not associated with the Horwich Leisure Centre ASC, the pool manager must be made aware and consideration given as to whether the statutory agencies need informing.

Information regarding changing facilities

- The changing facilities may be shared by both Organisation Members and members of the general public.
- The changing facilities at Horwich Leisure Centre are a mixed changing village style.
- The behaviour of Members in changing rooms is part of the Member's Code of Conduct. Masters (adult) Members are 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.
- Parents/guardians 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. This is generally at an age that is stipulated by the pool hirer, usually seven or eight years of age. In such circumstances, the parent/guardian must be the same gender as the child, unless the facility has family changing facilities or is a mixed changing village.
- When organising an event where other Clubs or Swim Schools are involved Horwich Leisure Centre ASC will 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.

Swim England does not advise that adults supervise changing facilities as that places them and the children at risk of harm and allegation. Organisations may however place an officer or appointed poolside helper on the outside of the doors in and out of the changing rooms to allow Members to call for assistance if required. Designated Organisation officers may also walk through public areas (including village changing areas), particularly if the changing space is shared with members of the public, in order to safeguard Members. This approach has proved helpful to many Organisations when



children have reported incidents of bullying or general behaviour issues between Members in the changing rooms.