

Leeds Schools Swimming Guidelines 2018-19

All school staff and pupils who attend this academic year's school swimming lessons must undergo training as detailed below. It is the schools responsibility to tell us that additional training is required for absent /new staff or pupils.

Access to the Centre's full Normal Operating Plan and Emergency Action Plan is available during normal Centre opening times. Should you wish to gain access please advise the Manager in advance to ensure suitable arrangements are made.

Name of School _____ **Day** _____ **Time** _____

School Teachers responsibilities, as detailed in section 4.2 of the Leeds Schools Swimming Guidelines.
Emergency Procedures for the swimming pool. This must include the location of the nearest telephone, drowning alarms, First Aid Room, First Aid equipment, Pool rescue equipment (this must be checked at the start of each session)
Action to take in the event of an emergency. This includes the activation of the Fire and Drowning alarms. Position of children on poolside prior to evacuation, evacuation points
Depth of the pools and where the pool depth changes.
Maximum number of pupils per pool and the pupil to teacher ratios
General pool safety rules as outlined in the pool safety poster
Hygiene rules. Including the use of the toilet and showers prior to using the pools, No outdoor shoes on poolside, appropriate clothing must be worn for teaching, no eating, children with open wounds not allowed in the pool, children with long hair must have it tied back or wear a swimming cap.
It is a recommendation that all primary schools adopt the Leeds Primary School Swimming Scheme Framework. Is your school adopting this? Please circle: Yes / No / Don't know
Lifesaving. All school swimming sessions will be lifeguarded by a leisure lifeguard.
Swimming Teaching. It is recommended that school staff undergo some formal training in swimming teaching. The recommended course is the Swim England National Curriculum Training Programme Fundamentals & Aquatic Skills of School Swimming course. For further details please contact the Manager
Signing in procedure at the start of every session

School staff who have completed the training.

<u>Print Name</u>	<u>Sign Name</u>	<u>Swim Qualifications/if any</u>	<u>Date</u>
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Training Completed by _____