



Richmond Dales ASC Policy Documents

From Wavepower 2016-19

Changing Room Policy

Under the duty of care to safeguard children, the club has a responsibility for the wellbeing of children in the changing rooms.

Clubs must be clear to parents under what circumstances they require parents to remain at the pool throughout a session.

For example, with young children who require assistance with changing, or for those children with a disability who may require additional help that the club is unable to provide.

Responsibility during a club session

The view of the ASA is that 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 goes out of the pool area, the coach or teacher should be aware of this. 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 (the second person could be a senior member or a parent).

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 has a duty to act upon that concern as appropriate.

If the incident involves a person not associated with the club, the pool manager should be made aware and consideration given as to whether the statutory agencies need informing.

We strongly recommend that clubs engage locally with pool providers to create simple barrier systems, or make use of natural barriers between cubicles (e.g. lockers, etc.) to enable mixed changing villages to be used as separate changing areas for either sex. This is likely to help prevent the crime of any covert use of cameras or phones, etc. by one person on another of the opposite sex.

Information for parents

- changing facilities at venues may be shared by both club members and members of the general public and maybe mixed facilities.

- the behaviour of members in changing rooms is part of the member's Code of Conduct.

Masters (adult) members are reminded to use their own area wherever possible, when changing at the same time as children.

- parents should not be in the changing room whilst the children are changing, unless their child is of an age where help is required from parents 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 - the parent must be the same gender as the child, unless the facility has family or mixed facilities.

When organising an event where other clubs or schools are involved, ensure that parents 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.

The ASA does not advise that adults supervise changing facilities as that places them and the children at risk of harm and allegation. Clubs may however place an officer or appointed poolside helper on the outside of the doors in and out of the changing rooms to allow children to call for assistance if required.

Responsibility after a session is completed

The view of the ASA is that each affiliated club has a reasonable duty of care to their members, which extends to an awareness on the part of the club that their junior members have been collected, in so far as is possible, at the conclusion of a session.

If a parent regularly fails to collect a child without advising the coach, the club will follow the procedure outlined in the Late Collection of Children Policy.