Supervision Policy

This policy has been formulated within the guidelines set out under the Swim Ireland Supervision policy. Please refer to Swim Ireland website for further information

Supervision Policy Swim Ireland require that all aquatic activities involving children and young people must be supervised. An individual should avoid being alone with a child and it is the responsibility of adults to ensure adequate supervision is provided for any activities in accordance with best practice requirements as described in Swim Ireland procedures. For any activity the welfare and safety of the child must be put first. Young people are left at the pool or training facility by parents/guardians who expect this to be a safe environment.

A safe environment can only be created when everybody in the Club works together to put safeguards in place for everyone's protection. Parents/guardians must also understand that they have an important role in implementing safe practices for their children and be willing to help

Supervision for activities:

The following general details reflect best practice.

- All leaders must make sure there is an adequate adult: child ratio. This will depend on the nature of the activity, the age of the participants and any special needs of the group; eg: if children have never been away or have particular needs requiring specific attention. Group sizes for training purposes will be determined by the qualification of the coach or teacher. As a guide general supervision for groups requires a ratio of adults to children of 1:8 for under 12 years of age and a ratio 1:10 for participants over 12 years of age.
- There must always be at least two adults present for all activities. For mixed gender groups of children best practice would be to have leaders of both genders available. Where adequate supervision is not available e.g. parents fail to turn up for a rostered session or find a replacement, the management committee will cancel the session. Failure of a parent / guardian to turn up for supervision will have a knock on effect on all swimmers involved in training session or club activity.
- Leaders should avoid being alone with one young person, talking to a young person individually can be done in an open environment, in view of others. The leader/coach must keep attendance records and a record of any incidents / injuries that occur. Coaches and teachers must avoid working alone with young people.
- Parents/guardians / swimmers are informed of times for the start and end of training sessions at start of session and training schedule is posted on website / notice board. Start times for galas /or competitions are communicated by text and posted on web site, club notice board. The responsibility is with parents/guardians to ensure they are on time to either drop off or collect their children at the required time – for each and every training session or club activity. This is included in the code of conduct.

  At the start of the session the management committee put in place a parent/supervision rota to provide for supervision for all sessions pool/ dryland. The Supervision roster will be posted on club website, Facebook, Active and club notice board. Supervision is a mandatory requirement for all parents / guardians. If a parent / guardian is unable or unwilling to commit to this duty or cannot find a suitable

replacement the club will not accept the application for membership. Repeated failure to turn up for supervision duty is a breach of the club's rules and code of conduct, Where there are 2 or more absences without proper explanation, e.g. family emergency the management committee will refer the matter to the clubs complaints and disciplinary committee. Providing a rota system for a parent/lifeguard/leader to supervise each teaching/coaching session for children reduces the risks to both children and adults and ensures someone is on hand for any emergency that might arise.

Supervision duties:

The following points must be observed:

1. An individual on the rota is responsible for their own replacement in the event they cannot fulfil their obligation - The coach/teacher must be able to rely on the parent/supervisor being present,
2. The parent/supervisor should arrive at a reasonable time before the session starts and must remain with any teaching/coaching staff until all the children are collected. The responsibility lies with the parent to be on time to collect their children in line with the codes of conduct.
3. The parent/supervisor should remain on deck for the full session in full view and hearing of the pool area; NB; reading a book, working on your IPad does not allow you to observe the training session or carry out your duties in a responsible manner.
4. Ensure an attendance record for the session is kept –The supervision duty record forms are available from the coach. On arrival on deck the supervisor/ parent should collect attendance sheet and record names/numbers. At end of session the form should be fully completed and signed by the coach and supervisor.
5. The parent/supervisor should not interfere with the coaching or teaching of the session. If the parent/supervisor has any concerns these should be brought to the Club Children's Officer or dealt with immediately if a child is in imminent danger.
6. When a swimmer arrives late on deck the coach will ask them to sign duty roster in your presence.
7. Take note of children leaving and returning to pool, e.g. a child should return to the pool after visiting the toilet.
8. Where for any reason child leaves the pool early, they must sit with you (when dressed) or in viewing gallery until collected or the session is over.
9. Allow the coach/teacher freedom to get on with the session – sometimes coaches or teachers need to feedback to individuals on one to one basis, this should be in open view
10. Take note of any problems that occur – refer child related issues to the Club Children's Officer/all other issues to Committee, the chairperson or secretary. The coach will have access to children's contact details in cases of illness or emergency or in the event the session is cancelled. In cases of emergency, help the coach/teacher by being an extra adult to supervise children or to assist with a response to the emergency

Changing rooms:

Parents/guardians should note that Templemore ASC have hire of the pool only for its training session with use of (but not exclusively to our members) of changing facilities which are shared with other members of the general public. It is not possible to provide

supervision in these areas at all times during a session or at club invitational gala or other club activities. The parent/guardian should remind a child of this and discuss these circumstances with their child ensuring their child is aware.

Coaches / Supervising parents should not have to enter the changing rooms unless part of the supervision rota. There may however be circumstances where children need extra assistance. Eg In an emergency situation. The safety and well-being of a child must always take priority. In such a case, Coaches / Supervising parents should work in pairs.