

Birkenhead Primary School

Swimming Pool Use Policy for Teachers

Purpose

This policy outlines the expectations, responsibilities, and safety procedures for teachers using the school swimming pool during class time swimming sessions. It provides health and safety guidelines and incorporates best practice.

1. General Guidelines

Teacher Responsibility:

A Birkenhead Primary teacher **and another adult** must be actively supervising at all times. The main supervising adult must be a BPS staff member, and the additional adult can be any other adult including, but not limited to: reliever, teaching assistant, SLT member, parent helper.

Active supervision is:

- Standing and moving along the poolside
- Regular head counts
- Being prepared to initiate emergency procedures

Communication:

- Teachers must carry a mobile phone to contact emergency services or school leadership.
 - Ensure all students understand basic English to follow safety instructions.
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2. Pre-Lesson Safety Checks

Supervising Staff

- Teachers must be physically capable of performing CPR and managing emergency removals from the pool. If unable, notify SLT or arrange for another teacher to accompany your students.
- No students with open wounds or contagious illness may enter the pool.
- Students who have had diarrhoea must wait 2 weeks after symptoms have resolved.
- All students are encouraged to use the toilet before swimming.

- Conduct a visual safety check of the pool area before each session.
 - Deliver a safety briefing in the classroom before heading to the pool. To include expected behaviour, walking (not running) around the pool, no jumping or diving, safe entrance and exit of pool, 3 whistle procedure (immediate exit)
 - Students must wear suitable swimwear.
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3. During the Lesson

- **Active Monitoring:**

- No sitting, no phone use (except in emergencies).
- Teachers must walk the pool perimeter and conduct frequent head counts.
- Non-participating students must stay with a buddy class or be supervised elsewhere. No non-swimmers at the poolside.
- Unsafe behaviour must be addressed and the student removed from the lesson.
- All students must follow pool rules and safety instructions.

- **Safety Equipment:**

- Teachers must carry a whistle and know all emergency signals:
 - **Three whistle blows = evacuate water immediately**
 - Know the location and contents of the first aid kit (School Office)
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4. After the Lesson

- Conduct a class roll check before leaving the pool area.
 - Ensure the pool equipment is not left lying around the pool where it could be a hazard.
 - Pool gate must be locked at the end of swimming session and must not be propped open at any time.
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5. Emergency Procedures

- **Identify Emergency:**

- Assess if it's drowning, injury, fire, etc.
- Use whistle signals.

- Teacher in charge to manage water rescues (if needed), other adult(s) present to control the group.
 - **Evacuate:**
 - Follow the designated evacuation plan.
 - Do **not** allow students to change in the pool complex during evacuation.
 - **Contact SLT:**
 - Notify the Senior Leadership Team immediately.
 - **Report & Document:**
 - Call emergency services (111) if required.
 - Complete incident reports and notify parents.
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6. Teacher Training & Compliance

- Policy & Procedures - all teachers to ensure they have read and understood the swimming pool policy and procedures.
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