



## BNSC Changing Room Policy

Bristol North Swimming Club (BNSC) is committed to providing a nurturing, friendly and safe environment for all our members, parents/carers, and volunteers who wish to participate in swimming.

To achieve this, we have established a set of policies and procedures which include this document. Our full set of policies and procedures with which all our members, parents/carers, and volunteers are expected to comply, are available on our website.

Our policies and procedures are founded on Swim England's Child Safeguarding Policies and Procedures, known as **Wavepower v2.1**. Links to Wavepower can also be found on our website.

Under the duty of care to safeguard children, Bristol North Swim Club has a responsibility for the wellbeing of children in the changing rooms.

This does not mean that parents have no responsibility, but parents 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, 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.

All members, coaches and volunteers need to be aware of the harm and legal consequences of children having indecent images taken of them or being sexually assaulted. The behaviour is illegal and will not be tolerated.

### 1 Responsibility during a club session

The view of Swim England 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, on behalf of BNSC

If a swimmer 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 swimmer (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.



## 2 Information for parents regarding changing facilities

BNSC will:

- Ensure that parents are made aware that changing facilities at venues may be shared by both club members and members of the general public, and may be separate for male and female or mixed changing villages.
- Ensure that the behaviour of swimmers in changing rooms is part of the member's Code of Conduct and any behaviour contracts, where appropriate.
- Children of different sexes should change in separate areas and never in the same cubicle (ideally not being in an adjoining cubicle).
- Mobile phones must not be used in changing areas by anyone.
- Adult members should be 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.
- Ensure parents are aware that they 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. It is accepted that such help is usually required for children aged seven or eight years of age. If the adult does need to accompany a child to assist in the changing room, they must be the same gender as the child, unless the facility has family changing facilities or is a mixed changing village.

Swim England does not advise that adults supervise changing facilities as that places them and the children at risk of harm and allegation.

## 3 Images and sexual contact

- Taking indecent images on any device is illegal (including if done by other children)
- This includes taking images of children over/under adjacent cubicles.
- Anyone found doing this will be subject to an enquiry risking them being liable for arrest, prosecution and registration as a sex offender.
- Anyone found sexually assaulting another person will be subject to an enquiry risking them being liable for arrest, prosecution and registration as a sex offender.

## 4 Responsibility after a session is completed

The end of a session is the time at which the coaching has completed, and swimmers are told to change.

The parent/carer is responsible for the member's wellbeing at the end of the session.

BNSC accept that it has a reasonable duty of care to its 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, i.e. that a member is not left unsupervised if a parent is late. This has



to be age appropriate, i.e. a 17-year-old is capable of getting themselves home, but a 12-year-old is not.

However, if a club uses changing rooms that are also accessible to non-club members for public swimming lanes, it would be extreme to expect a club to search the changing areas in case a junior club member was there.

BNSC will make all junior swimmers and their parents aware that if children are not collected by a parent or carer, then they should make that known to the coach or whoever the club deems to be appropriate, and for the nominated individual to ensure that the swimmer is supervised appropriately until a parent arrives or the parent communicates alternative arrangements.

If a parent fails to collect a child, BNSC will follow the procedure outlined in the **BNSC Late Collection of Children Policy**.

### **Other related policies**

BNSC Late Collection of Children Policy 2025

BNSC Codes of Conduct 2025

BNSC Indecent/ Child Abuse Images of Children 2025

BNSC Welfare and Safeguarding Policy 2025

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