



SWIMMING POLICY

1 INTRODUCTION

The school has regard to both the physical and mental development of each of its pupils

2 AIMS & OBJECTIVES

Attendance at this course fulfils the aquatics strand of the P.E. curriculum as laid down by the Dept. of Education and Skills

3 POLICY CONTENT

- Cuan na Gaillimhe CNS arranges for a course of swimming instruction in the Leisureland swimming pool, Salthill for each of its pupils during the school year. Should a child be unable to attend the course, due to ill health or any other reason, he/she must supply a medical certificate. Such pupils can be collected from the swimming pool at normal pick-up time.
- The Board of Management and staff of Cuan na Gaillimhe CNS have a duty of care to all the pupils during swimming lessons.

4 SWIMMING PROCEDURE

4.1 BEFORE SWIMMING

- In advance of each set of swimming lessons, the school principal will discuss logistics and arrangements for changing clothing with the staff in Leisureland.
- A letter, outlining the swimming programme details, will go out in advance of all blocks of swim classes.
- Parents of children who wish to travel to swimming to assist with drying and changing of their own children may, of course, do so. This must be done in the private cubicle(s).
- Boys will change in one changing room and will be under the supervision of school staff and Garda vetted adults.
- Girls will change in second changing room and will be under the supervision of school staff and Garda vetted adults.
- Each child must have a suitable bag to carry his/her swimming gear. (Sports bag or similar with secure zip or other fastening).
- All items brought to the pool must be clearly labelled with the child's name. This includes the bag, socks, underwear and shoes.
- Each child must have their own togs, towel, hair brush and *swim cap, all of which must also be marked. *Children without a swim cap will not be allowed into the pool, as per Leisureland rules.

- A teacher from the school signs in the class indicating school name and number of pupils swimming that week.
- Children will travel by bus and no food will be consumed on bus.

4.2 AT THE POOL (LEISURELAND GUIDELINES)

- Pupils will line up at the entrance to the changing area with the pupils who are changing themselves first, followed by pupils whose own parents who will be present to help them.
- From the moment of arrival students / members should be supervised and should proceed to reception area in an orderly fashion and await access to the changing rooms.
- School Representatives should ensure that on gaining access to the dressing rooms that students are fully supervised, not allowed to run around etc.
- Leisureland will open the doors at reception once the school arrives. It is the responsibility of a representative from the school to take a roll of each child that goes down to the changing rooms. The school must also ensure that they do not let a child down into the dressing room that is not part of our swimming group. If a child does try to gain access they should be sent to the desk and brought to the attention of a Leisureland staff member.
- For parents assisting in private cubicles: all belongings must be removed from the cubicles and placed in the designated group changing room or lockers (refundable €1 is required for lockers) prior to access to pool.
- Children should be instructed to bring all necessary equipment required for their class with them when departing to the pool. Children should not be returning for items after they have entered the pool. In the event where a child must return to the changing rooms for some reason a school teacher/supervisor must be available to assist the child in the dressing room to ensure they leave the pool deck and return to the same in an orderly fashion.
- When students are ready to access onto pool, the dressing room attendant must be requested to lock Group changing room door(s), if being used. They will remain locked until the end of the session, unless there is an exceptional reason for opening them. In either case a teacher / supervisor will be present.
- Student / members should line up at showers prior to entry onto pool deck.
- 3 minutes prior to start of session students/members should be guided onto pool deck. They should be instructed to sit on the seat alongside the pool balcony, they must wait there until the group already in the pool has exited the water and the pool deck. The swimming teachers will indicate to the students when they can enter the water.
- Teachers observe and supervise the class groups on deck and assist pupils who need to use the toilet.
- Adults are not permitted in the changing area during the swim lesson.
- When the whistle has gone at the end of the lesson, parents/assigned adults who are assisting their own children can then come down from the viewing area where they are to meet the children at the shower area and resume responsibility from that point.
- On exit pupils line up in the lobby area.
- Pupils should not eat or drink while on the bus or in the swimming pool building.
- While in the pool, pupils must endeavour to obey the instructor's orders at all times and comply with the School Code of Conduct.

Evacuation procedure of Leisureland Galway is attached.

5 RATIFICATION

This policy will be communicated to staff and the school community as appropriate and will be subjected to regular review. In accordance with the systematic cycle of review of policies adopted in Cuan na Gaillimhe NS, it will be reviewed initially after one year and then every two years, unless there is a compelling reason to review it earlier.

This policy was reviewed by the Board of Management of Cuan na Gaillimhe CNS on the 27th of April 2020.

Chairperson of the Board of Management



Deron Leahy

To be reviewed: December 2021

Evacuation Procedure

Instructions for School, Group & Club Leaders

N.B. Please note that a short duration sounding of the Fire Alarm Bells is intended as a preliminary warning. The bells are usually silent within five seconds and no action is recommended at that time.

Should the Fire Alarm be re-activated and **sound continuously** this is the **EVACUATION SIGNAL** and must be acted upon without delay.

Should you find anything amiss at any time, please bring it to the immediate attention of the pool deck supervisor or to a Dressing room Attendant. Particularly note that, consistent with safety, every effort will be made to ensure that patrons have an opportunity to dress before Evacuation. In this regard it is particularly important to follow the instructions of the staff.

You are requested, in the interest of safety, to encourage your members not to bring any valuables into the pool or dressing room areas.

In the event of evacuation the welfare of the patrons and staff is the priority. The staff have three options, depending on the situation:

1. Evacuate immediately
2. Evacuate following – collection of clothing / possessions.
3. Evacuate after getting dressed

Please respect and support the decision made.

6 UPON THE SOUNDING OF THE EVACUATION SIGNAL OR UPON STAFF INSTRUCTIONS

(A) WHEN YOUR GROUP IS ALREADY IN THE WATER:

- 1) Assist the pool deck supervisor and the Lifeguards to usher all persons to the Prom side of the pool which is convenient to the Emergency Exit Doors. At this time do not attempt to re-enter the dressing room area, nor attempt to remove clothing, or other materials, from lockers. Please note that parents or guardians of children will be allowed to join their children at the pool side.
- 2) Remain quietly at the Prom side of the pool, until further instructions are given by Leisureland staff. During this waiting period ensure that all your group is present. Should any of the group be absent, immediately inform one of the staff, who will take the necessary action. Remain with your group.
- 3) Should it be necessary to evacuate the Pool Area, leave quietly via the Emergency Exits and proceed to the Assembly Point (A) or as otherwise directed by the Leisureland Staff.
- 4) Having quit the premises do NOT re-enter until the 'All Clear' is given by the Senior Person in Charge.

(B) WHEN YOUR GROUP IS NOT YET IN THE WATER:

- 1) Assist the Dressing Room Attendants, who will advise as to the best course of action in the circumstances.
- 2) Be prepared to evacuate your group immediately, or to assist the group dress quickly, or take their clothing / possessions and either go to the Prom side of the pool or evacuate, as appropriate.

Please note that Leisureland Management reserves the right to test these emergency procedures from time to time, with or without warning.

