



Malden Parochial Church of England Primary School

Guidance for adult volunteers who help with swimming

Adult volunteers who are DBS cleared

Adult volunteers who are DBS cleared and have completed our in-school requirements, will wear a green lanyard whilst within the school grounds. This shows they have full clearance in what is classified as a regulated activity.

DBS cleared volunteers can walk the children to and from the pool area, and support in the changing rooms when necessary.

To be fully DBS cleared, volunteers must undergo Safeguarding training with Mrs McConville, who is qualified to lead Safeguarding at a high level. In addition, two references must be provided from different sources e.g. not the same place of work.

As swimming lessons are timetabled for ten consecutive sessions once a year, we ask that our DBS cleared volunteers register with the DBS Update Service in order to keep their clearance 'live'. To maintain full clearance volunteers must work in the school a minimum of three times within a thirty day period, which does not coincide with the requirements of our swimming timetable. To offset potential problems, volunteers will be asked to give permission for Mrs Rotherham (SBM), to check their status online prior swimming commencing or when offering to help on a visit.

Adult volunteers who are not DBS cleared

Adult volunteers who have not been DBS cleared will wear a red lanyard at all times when they are within the school grounds.

Adult volunteers who are not DBS cleared can sit by the side of the pool and help with the children if under the control of a teacher, teaching assistant or DBS cleared volunteer. They must not at any time be left alone with children and they are not allowed to enter the changing rooms or walk unaccompanied to and from the pool area. These restrictions apply on school visits as well.

Supporting in the changing rooms

Adult support in the changing rooms will vary depending on age of the children. As a guide the following should be applied:

Nursery, Reception and Year 1

Three DBS cleared adults should be available to help with drying and changing.

Years 2 and 3

Two DBS cleared adults should be available to help with drying and changing.

Years 4, 5 and 6

Limited changing room support *may* still be needed with Year 4 children. Adults should not enter the changing rooms by the time the children are in Years 5 and 6 unless there is an emergency.

There is a phone in the changing room area and volunteers are requested to alert the office staff if help is needed.

Whatever the age of the children, adult volunteers should not enter a changing room alone. Male adult volunteers, teachers and teaching assistants are cautioned against entering the girls' changing room. Support must be requested via the office staff.