



## IRAMOO PRIMARY SCHOOL No. 5152

# SWIMMING POLICY

### **Rationale:**

Swimming is an integral and essential part of the Physical Education program. Becoming a confident and competent swimmer is essential to student safety, as well as increasing opportunities for both leisure and sporting pursuits.

### **Aim:**

- To develop confident and competent swimmers who display the skills, knowledge and confidence required to enjoy swimming and other aquatic activities safely.

### **Implementation:**

- The school's annual swimming program will be organised and coordinated by the Physical Education teacher who will be in attendance at all times, where practical. The program will only involve the use of municipal and commercial swimming pools, and will comply with Department of Education and Training (DET) requirements at all times.
- The school will offer an intensive swimming program to all children (where possible), annually.

### **Swimming Coordinator:**

#### **(At school):**

- Organise and cost trained swimming instructors for each group at the pool (arranged through pool contact person).
- Organise and cost buses to be used for transport.
- Prepare swimming information and consent forms to go home to parents.
- Information regarding the swimming program should go home at least one term in advance of the intensive program taking place. Swimming is part of the curriculum and all students are expected to participate (extreme cases will be catered for).
- Prepare timetables for swimming groups and buses.
- Ensure that adult/student bus ratios are adhered to.
- Liaise with administration to ensure that appropriate organisational procedures are in place for the swimming program to go ahead.
- Inform staff of their roles and responsibilities before the commencement of the program.
- Enter details of the swimming program on DET *Student Activity Locator* online form.  
**see:** Student Activity Locator online form (*EduMail password required*).

#### **(At the pool):**

- Organise at least one male and one female staff member/official volunteer to be at the pool to assist with group changeovers and supervise changing rooms.
- Arrange for provision to be made for extension work for children who have completed swimming Level 7.
- An emergency drill will be explained and practised at the start of the program and throughout the program.
- Liaise with pool staff on procedure for staff/parents taking photographs.

### **Class Teachers:**

#### **(At school):**

- Collect and pass on all consent forms regarding swimming to the office.

- Collate and record information from permission forms on grade checklist (as below), then pass onto the swimming co-ordinator.

<i>NAME</i>	<i>PERMISSION NOTE RETURNED &amp; SIGNED</i>	<i>AMOUNT PAID</i>	<i>MEDICAL CONSIDERATIONS</i>	<i>Emergency Contact No.</i>
Jo Brown				
Sally Smith				

- Teachers to keep a record using grade checklist (as above). This list will be given to the swimming coordinator.
- Swimming coordinator to maintain records of level achieved for students, where possible.
- Permission forms and swimming roll need to be taken to the pool every day.
- Grade level coordinator to organise arrangements for children not swimming, yard duty changes etc.
- Mark swimming roll before leaving school.
- Collect First Aid kits for the bus/pool. Epipens to remain with the child's teacher.

### **Class Teachers**

#### **(At the pool):**

- Ensure that children are courteous and polite while travelling on the bus.
- Ensure that children are with their designated instructor at the pool.
- Ensure that Epipen and asthma medication are readily accessible.
- Assist with supervision of children in change rooms.
- Provide adequate supervision of children in and around the pool.
- Trained instructors will be used for all groups including the evaluation of children's progress.

#### **(Back at school)**

- At the end of the swimming program, all permission notes are to be given to the grade level coordinator, to be archived for 7 years.

### **Parents/Carers:**

- There will be one day each week set aside specifically for parents/carers who wish to watch the program.
- Parents/Carers visiting the pool are not to enter the change rooms.
- Parent/Carers to comply with facility guidelines.
- Any volunteer helper required to help directly with children is required to have a current Working with Children Check.

### **Evaluation:**

- This policy will be reviewed as part of the school's three-year review cycle.