

Swimming Guidance Pack

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Contents

INTRODUCTION	3
Swimming and the National Curriculum.....	3
The Benefits of Swimming.....	3
Sports Premium Funding	3
Further Help and Support	3
PLANNING SWIMMING FOR YOUR SCHOOL	5
Changing room supervision.....	5
Teaching Ratios	5
What we can do to help you.....	6
What you need to do	7
GENERAL GUIDELINES ON MANAGING SCHOOL SWIMMING SUMMARY.....	8
Risk Management.....	9
Context	9
Organisation	9
EMERGENCY PROCEDURES – ALL CIRCADIAN POOLS.....	10
Alarms	10
Procedures to follow for any incident	10
TEACHER TRAINING.....	11
CONTACT DETAILS	11
Contact Integra.....	12
Contact Circadian Trust / Active Lifestyle Centres	12

INTRODUCTION

We have been working hard to improve the standards, effectiveness, and uptake of school swimming in South Gloucestershire. This pack is designed to explain how the school swimming provision works, what we offer, and what you need to know.

Swimming and the National Curriculum

Swimming is part of the National Curriculum, the curriculum states that:

- All schools must provide swimming instruction either in key stage 1 or key stage 2
- By the time children go to secondary school they should be able to
 - swim a minimum of 25m
 - Use a range of strokes – Front crawl, backcrawl and Breaststroke.
 - Effectively perform a safe self-rescue.
- Learning to swim is fun, provides health benefits and could save a child's life and any child can take part.

The Benefits of Swimming

- It keeps a child's heart and lungs healthy, improves strength and flexibility, increases stamina, improves balance and posture
- There is the opportunity to be with friends and grow in confidence
- Swimming opens doors to other sports
- It is a life skill, once learnt, rarely forgotten
- Swimming provides challenges outside the classroom
- There are many cross curricular activities that can link between the school and the pool.
- IT MAY SAVE A LIFE ONE DAY!

Sports Premium Funding

Some or all of your sports premium funding could be used to support swimming activities within school, for example you could use it for:

- Top-up swimming (block weeks), intensive swimming sessions
- Additional swimming teachers to reduce teacher/pupil ratio
- Training e.g. Institute of Swimming online, 'Teaching school swimming and water safety, Support Teacher of School swimming.
- Increasing the number of sessions that you book
- Supplement the transport budget
- [Ensuring your school is national curriculum compliant | School Swimming](#)

Further Help and Support

Please contact Schoolswimming@circadiantrust.org 01454 279955 ext. 5002

THE POOLS WE USE

Circadian Trust

Circadian Trust is a charitable Trust that operates Active Lifestyle Centres in South Gloucestershire. Circadian Trust aims to increase participation and physical activity levels within the local community across the county.

We operate 5 swimming pools (and Active Lifestyle Centres) in Bradley Stoke, Kingswood, Longwell Green, Thornbury and Yate. All Lifestyle Centres also offer the option of 'dry side' sports, giving you the opportunity to use their sports halls and equipment. Please contact us if you would like more information about this.

PLANNING SWIMMING FOR YOUR SCHOOL

Changing room supervision

Our Lifestyle Centres have a variety of changing facilities. You will need to send enough male/female support staff to satisfy your supervision criteria.

Bradley Stoke / Kingswood / Longwell Green and Yate Active Lifestyle Centres

Segregated male and female group changing rooms are provided for schools. The rest of the changing area is village style (private cubicles in a unisex changing area), meaning that other customers use individual cubicles to change.

Thornbury Active Lifestyle Centre

Separate male and female changing are provided as part of the general customer changing rooms. There is no segregated school changing area therefore schools need to provide male and female staff to supervise pupils. The disabled changing area can be made available by arrangement to alleviate the changing issues.

Teaching Ratios

In Circadian Trust pools a maximum of 40 children are, taught in a class using our main pools.

Swim England guidelines state that up to 20 children can be taught by one swimming teacher, depending on ability. To achieve high quality teaching, we prefer to have lower ratios. The information below shows the suggested ratios to allow you to assess how many helpers you need to send with your classes to ensure an effective learning environment.

We recommend 12 children per teacher/helper, and for a full class we would recommend a minimum of 2 teachers plus at least one helper from the school. Ideally all staff will be qualified swimming teachers, enabling us to provide the most effective support. 1 teacher is provided per booking; however, you can request additional teachers on booking (subject to availability). Please ensure that you bring along enough support from the school.

It is imperative that teachers support Centre staff for the children to get the most out of their lessons and be prepared to teach.

Should you only have a few non-swimmers, it may be possible to effectively teach this number with less assistants from the school. Teaching ratios and group arrangements will be confirmed with the swimming teacher, after the initial swimming lesson.

We have noticed larger numbers of non-swimmers and beginners. Therefore, we are finding that additional support is required for schools.

All school swimming includes provision for Special Needs, but this will impact on the relevant ratios. Our swimming Managers can offer extra advice about all of this and please let us know before your first session if you are sending along children with SEND.

What we can do to help you

Our job is to develop your children's swimming abilities. We follow Swim England's Learn to swim pathway to provide a high quality and consistent approach to swimming across the region. This has the advantage of linking school swimming development directly with our other lessons in the evenings, weekends and school holidays. When we assess the children within schools' lessons, we will link them to a stage within our Swimstars program to allow them to continue their swimming journey, should they wish to.

Schools Swimming and Water Safety Charter

We recommend that you sign up to the Swim England School Swimming and Water safety charter. This provides you with free downloadable resources and information to support you will school swimming. There is a reward scheme that directly links into Swim England's Learn to Swim pathway, including free downloadable certificates. The program links directly to the three national curriculum outcomes. It provides support for teachers and helpers including videos and training opportunities.

[Sign Up - Swim England School Swimming](#)

We look after you on poolside

All school swimming lessons are overseen by our qualified swimming teachers, and we also have qualified lifeguards on poolside for added safety, all swim teachers are Rescue test Trained. All centers are staffed by fully trained first-aiders and we operate extensive, regularly audited emergency procedures.

If you have special needs

We pride ourselves on our provision for people with special needs. There is extensive equipment for accessing the pools. Our lifeguards are all trained to operate this equipment so we can help at any time. Please speak to the Swimming Manager about specific issues before lessons are planned.

On your first lesson

To increase the amount of time that the children get to swim, we would encourage you to pre-group your children. When you ask about swimming ability, ask if use the children use Active Centres – which stage are they on?

If necessary, we can carry out initial swim assessments, which may mean children waiting at the poolside.

We normally group pupils into three.

Non-Swimmers – Swim England/Swimstars stage 1 to 2 – moving through the water, swimming up to 5 meters,

Beginners – Swim England/Swimstars Stage 3 – swim up to 10 meters, but not confident in deep water.

Improver/Advanced – Swim England – Stage 4+ and above, confident in deep water.

Registers

In order to reduce the amount of time taken up in lessons with paperwork, we would be grateful if once groups are organized, you could complete the register for each group for all the children in the group, so they can be quickly organized on poolside.

At your last lesson

You may need to remind the swim teacher that it is your last session.

The swim teacher will carry out ongoing assessment, and in the last week will complete badge testing and a Key Stage 2 Assessment for all the children. This will allow you to see who has achieved the KS2 target of swimming 25m with a recognized swimming stroke and perform a Safe Self Rescue. They will also be assessed within the Swim England framework, so that can slot into the Swimstars program.

Badge testing

The testing of distance badges considers stamina and strength as well as the ability to swim front crawl, back crawl and breaststroke with good style and in an environment without undue stress. The teachers will stop taking a test if they feel the child is under stress or is incapable of finishing the distance safely. The children love to get the badges, so this is an important part of the lesson structure for building fun as well as confidence. Once your children have been assessed you can order distance badges from the Swim Manager at site. There will be an additional cost for this, they can update you on what that will be. The Swim England School Swimming and Water safety charter awards can be downloaded for free from the website, if you are signed up to the charter.

WHAT YOU NEED TO DO

Help and support from you are required so that we can provide the best swimming experience possible and maximize every child's opportunity to learn. Please come along with an expectation to support the swim teachers on the poolside.

If you have untrained helpers, you can provide them with resources from the Swim Charter website. In addition, this, we can provide informal support, lesson plans or sign post you to Swim England CPD's.

Be ready on poolside

All children must have a shower and go to the toilet before waiting quietly on poolside. Each lesson lasts for 25 minutes, so we need the children changed and standing on poolside ready to start the lesson at the allocated time.

GENERAL GUIDELINES ON MANAGING SCHOOL SWIMMING SUMMARY

Swimming is a statutory part of the National Curriculum. It is about learning, having fun and enjoyment. We provide fully qualified lifeguards and duty staff, but you can really help by following the guidelines below, ensuring a safe environment conducive to learning.

1. The area offered to schools varies at each site. Please refer to your relevant pool information to confirm that your site will meet your requirements.
2. A maximum of 40 children can be accommodated in the main pool, with support.
3. Each group of swimmers must have an adult in charge, on the poolside. All teachers and helpers should be with their children at all times and support swim teachers with the swim session.
4. Please ensure that girls are aware that they must wear a one-piece costume, and boys must be in trunks (not baggy shorts as they could drag them down in the water). Experience shows that the incorrect style of swim wear could hinder their learning.
5. For safety reasons no jewelry (including earrings) swimming hats should be worn or hair must be tied back.
6. For reasons of hygiene, all swimmers should shower and go to the toilet before swimming and all helpers should note that outdoor shoes are not permitted on poolside.
7. Goggles may be worn – we strongly suggest they are labelled with the child's name and their school.
8. Pupils may swim with a verruca unless their doctor advises otherwise.
9. Children who are not swimming are welcome on poolside with appropriate behavior and supervision (outdoor shoes covered or removed).
10. All teachers and helpers should carry a whistle to alert pool staff to any incident. All staff should have read and signed the H&S agreement. Suitable clothing and shoes for working on poolside should be worn.
11. At the start of every session schools should declare to the lifeguards on duty and the swimming teacher, of any relevant medical conditions that a pupil may be known to suffer from.
12. Active Lifestyle Centres will give schools as much notice as possible if their swimming lesson has to be cancelled for any reason.
13. Badge Testing - should be completed by a qualified Swimming Teacher, NOT helpers or unqualified staff.

RISK MANAGEMENT

School staff are responsible for completing their own risk assessment before their first swimming lesson.

School staff/swimming teachers should be suitably qualified and experienced and have a sound knowledge of pupils:

- Ability
- Behavior patterns
- Medical conditions
- Confidence levels

Effective communication between school staff/swimming teachers and pool staff is essential.

Context

School staff/swimming staff and pupils should be familiar with the layout of the facilities being used. Pool depths and any potential risks should be clearly signposted, and pupils' attention drawn to them.

Teaching aids should be readily accessible.

Organisation

- Group sizes should be appropriate
- Additional supervision should be provided where necessary
- Activity levels should be appropriate for the pupils involved
- The same high level of supervision required in structured swimming lessons should also apply to informal play activity sessions
- Regular head counts should be carried out (i.e. onto and off the poolside, and during swimming sessions).

Teaching positions should enable observation of maximum numbers and maximum space.

Pupils should be monitored for signs of fatigue, stress, fear and cold.

It is the responsibility of the school to ensure that an appropriate risk assessment is carried out.

All children should be kept in view at all times.

Teachers should be aware of safe jumping depths

4-8 years beginners minimum 1 meter

8-12 years confident swimmers 1-1.5 meters

Teachers should only teach what is in within the curriculum provided. (Ie Diving is not included).

EMERGENCY PROCEDURES –

These cover all Active Lifestyle Centre Swimming Pools (run by Circadian Trust)

ALARMS

There are two Alarms. Both alarms, when sounded, will ring continuously and flash:

PROCEDURES TO FOLLOW FOR ANY INCIDENT:

FIRE ALARM:

1. The alarm will sound and its red beacon will flash.
2. The Lifeguards will ask all swimmers to vacate the pool.
3. The teacher will accompany children to the Emergency Exit located adjacent to the teaching pool.
4. When the children are assembled Teachers should count their groups to ensure no one is missing.
5. No one must go into the changing area to collect clothing – Centre Staff will check changing rooms.
6. Centre staff will advise on any further action necessary. If instructed, leave the building via the fire exit, foil blankets will be issued.

POOL ALARM:

1. The alarm will sound and its red beacon will flash.
2. The Lifeguards will ask all swimmers to vacate the pools and stand well back from the edge.
3. Any further instructions will be given by Centre Staff, once the situation has been assessed.

ALL Active Centre poolside staff are qualified Lifeguards, and any rescue will be carried out in accordance with their National Pool Lifeguarding training.

All minor accidents must be reported to a member of staff who will take the appropriate action.

TEACHER TRAINING

Here at Circadian Trust we want the children to get the most out of their swimming lessons with us. In order to do this we encourage the use of additional qualified teachers. However, we do recognize that we need support from unqualified helpers.

In order to support untrained helpers we are happy to provide some support and guidance. There are various options.

- We have an in house tutor who can train individuals to become fully qualified STA Swimming Teachers. We have various courses throughout the year.
- We can sign post you to the Institute of Swimming's webinars 'Support Teacher of school swimming', 'Teaching Schools Swimming and water safety'.
- We can provide lessons plans and guidance to support untrained helpers.
- We strongly suggest that untrained helpers undertake some form of training in order for the children to get the most out of their lessons.
- Ideally each school should have at least one person who holds (or is working towards) one of the following Swim England or Swim Teachers Association qualifications.
However, it is highly recommended that all staff should hold this.
 - STA Award in Swimming Teaching
 - STA Certificate in Swimming Teaching
 - Swim England Level 1 Swimming Assistant
 - Swim England Level 2 Swimming Teacher

A number of the above courses are run in our local area on a regular basis, please contact us for more details.

CONTACT DETAILS

SCHOOLS

Gemma Pritchard:

Tel: 01454 279955 ext. 5002

Email: schoolswimming@circadiantrust.org

Swim England: www.swimming.org/swimengland

Active Lifestyle Centres: www.activecentres.org

CIRCADIAN TRUST SWIMMING MANAGERS

Bradley Stoke Active Lifestyle Centre:

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