

Evolution Swim School – Safeguarding and Child Wellbeing Policy

1. Policy Statement

At Evolution Swim School, we are committed to ensuring a safe, inclusive, and supportive environment for every child, young person, and adult at risk participating in our activities. We fully recognise our responsibility to protect the welfare of all individuals in our care, in line with **Scottish Swimming's Child Wellbeing and Protection Policy** and the **Swimming Teachers' Association (STA) Safeguarding Policy**.

We believe:

- Everyone has the right to feel safe and be protected from harm.
- All children and adults at risk, regardless of age, gender, ability, race, religion, sexual orientation, or socio-economic background, have equal rights to protection.
- The welfare of the child is always paramount.

2. Scope

This policy applies to all Evolution Swim School staff, swim teachers, volunteers, contractors, and anyone working on behalf of or representing the organisation. It applies to all environments where Evolution Swim School activities take place, including pools, changing areas, and digital spaces (e.g., online communication or promotion).

3. Legal Framework

This policy is informed by and compliant with the following legislation and national frameworks:

- **Children and Young People (Scotland) Act 2014**
 - **Protection of Vulnerable Groups (Scotland) Act 2007**
 - **National Guidance for Child Protection in Scotland (2021)**
 - **Scottish Swimming's Safeguarding Guidelines**
 - **STA Safeguarding and Protecting Children and Adults at Risk Policy**
 - **United Nations Convention on the Rights of the Child (UNCRC)**
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4. Definitions

Child – Anyone under the age of 18.

Adult at Risk – An individual aged 18+ who is unable to protect themselves from harm due to disability, illness, or dependency.

Abuse – Includes physical, emotional, sexual abuse and neglect, as well as bullying and exploitation.

5. Responsibilities

Designated Safeguarding Lead (DSL)

Kieran (Director) is Evolution Swim School's Designated Safeguarding Lead. Responsibilities include:

- Acting as the first point of contact for safeguarding concerns.
- Ensuring staff are aware of and adhere to safeguarding procedures.
- Liaising with external agencies (e.g. local authorities, Active Schools, or Scottish Swimming) when needed.

All Staff and Teachers

All staff are required to:

- Complete safeguarding training (minimum: child protection awareness).
 - Understand and follow this policy.
 - Report any concerns immediately to the DSL.
 - Maintain appropriate boundaries and professional conduct at all times.
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6. Recruitment and Training

We follow safer recruitment practices, including:

- PVG (Protecting Vulnerable Groups) Scheme membership checks.
 - Reference checks for all new employees and volunteers.
 - Mandatory safeguarding induction and ongoing CPD for swim teachers.
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7. Code of Conduct

All staff and volunteers must:

- Treat all children and families with dignity and respect.
 - Put the needs and welfare of the child first.
 - Avoid favouritism or physical punishment.
 - Never be alone in a closed environment with a child.
 - Use appropriate language and avoid physical contact unless required for instruction or safety.
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8. Recognising and Responding to Concerns

We understand that abuse can present in many forms. Staff should be alert to:

- Unexplained injuries.
- Changes in behaviour or appearance.

- Disclosure of harm.
- Inappropriate contact or communication by others.

Responding:

1. Listen calmly and without judgment.
2. Do not promise confidentiality – explain you must pass on the concern.
3. Record the facts as soon as possible.
4. Report the concern to the DSL within the same day.

If a child or adult is at immediate risk, contact emergency services on **999**.

9. Working with Parents/Carers

We aim to build positive relationships with families by:

- Providing clear information on safeguarding.
 - Informing parents of policies during enrolment.
 - Respecting privacy and confidentiality unless a child's safety is at risk.
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10. Photography and Social Media

At Evolution Swim School, we recognise the importance of protecting children and young people when capturing photographs or video content.

- **Consent:** By enrolling a child in our lessons and completing payment, parents/guardians agree to our Terms & Conditions, which include consent for photography and video. However, parents and carers **may opt out** at any time by notifying us via email or in writing.
 - **Usage:** Images and videos will only be used for marketing or promotional purposes when children are **clearly visible and identifiable** — and **only where explicit consent** has been given for that use.
 - **Safeguarding First:** No photos or videos will ever be taken in changing areas or used inappropriately. Consent may be withdrawn at any time and will be respected immediately.
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11. ASN and Additional Needs

Evolution Swim School is committed to inclusive swimming and strives to create a welcoming environment for all children, including those with Additional Support Needs (ASN).

- While we do not currently offer specialised ASN-specific lessons, we **actively provide ASN-inclusive swimming opportunities**.
- All staff are made aware of individual needs through handovers and communication with parents/guardians.

- Although staff may not hold formal ASN-specific training, we aim to continuously improve our inclusive practice through internal guidance and collaboration with support networks.
 - We always welcome feedback to better support the needs of every swimmer.
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12. Complaints and Whistleblowing

We value transparency. Concerns about staff behaviour or the safeguarding process can be reported by:

- Speaking directly to the DSL.
 - Contacting the local authority social work department.
 - Using the independent whistleblowing line: **Protect (formerly Public Concern at Work) – 020 3117 2520**
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13. Policy Review

This policy will be reviewed annually or after any significant safeguarding incident, legislative update, or organisational change.

Last Updated: Jan 2025

Next Review Due: Jan 2026

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