



St Edward's Church of England
Primary School

**Getting changed for
P.E., School Sport
and Swimming**

November 2014

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Additional Safer Working Practice

These guidelines should be read in conjunction with the school's child protection procedures, intimate care policy, staff code of conduct and guidance for safer working practice.

Rationale

- 1.1 It is acknowledged that the vast majority of people who work with children are safe to do so. However, there have been a number of instances, nationally, where the conduct of school staff in changing rooms has caused serious concern. Regular review of changing arrangements ensures that pupils, staff and volunteer helpers are safeguarded and parents feel confident with the school's arrangements.
- 1.2 Being in a state of undress can cause some children to feel vulnerable, particularly those who have experienced abuse, and may cause them to misunderstand or misinterpret the actions of an adult.
- 1.3 Changing for PE, sport and swimming can cause anxiety for some pupils, can influence their perception of the subject and determine whether it is an enjoyable and positive experience. The concern caused by changing can influence a pupil's participation and lead to a variety of avoidance strategies.
- 1.4 For staff, there can be confusion and/or worry about supervision and how it accords with safer working practice. There can be a tension between the need to ensure that bullying or teasing does not occur and the risk of being accused of acting inappropriately or even being perceived as someone who might pose a sexual risk to children.

Principles

- 2.1 Adults must always change or shower privately; never in the same space as children.
- 2.2 It is recommended practice that pupils should change for PE, particularly when the exertion rate will necessitate a change of clothing for reasons of hygiene.
- 2.3 Schools should make adequate and sensitive arrangements for changing which take into account the needs of pupils from different religions, beliefs and cultural backgrounds.
- 2.4 Particular consideration might need to be given to, and alternative arrangements made (where possible) for, the requirements of individual pupils with needs relating to sexuality or sexual orientation.

- 2.5 All pupils should be treated fairly and with respect for their privacy and dignity.
- 2.6 Wherever possible, designated single sex changing rooms or areas should be used. If this is not possible and boys and girls change together, in a classroom for example, consideration can be given to utilising furniture or screens to provide discrete areas. Also consider covering windows, if practicable. Governing bodies should be aware of and approve such arrangements.
- 2.7 Mixed gender changing areas clearly become less appropriate as children get older and staff need to have due regard for those who mature at a much earlier or later age than their peers. Ideally, boys and girls should change separately after they reach Year 4.
- 2.8 Parents should be aware of arrangements, particularly in situations where designated changing rooms are not available.
- 2.9 Pupils who express disquiet or concern about the behaviour of a member of staff should be listened to and appropriate enquiries conducted by the Head Teacher.
- 2.10 Allegations about a member of staff, from any source, must be reported promptly to the Head teacher, who will act in accordance with the school's procedures.

Should a member of staff remain in the swimming changing rooms?

- 3.1 This judgement will be based on the age and developmental needs of the pupils but there should not be an assumption that adults need to remain in the changing room in order to maintain good behaviour. This can also be achieved by being in close proximity and pupils being aware of it. They should also know that adults will enter the room if necessary - in response to a disturbance, for example.
- 3.2 It is often possible to leave the door of designated changing rooms slightly ajar; their layout makes it unlikely that the occupants can be seen in this way.
- 3.3 If there is a need for adults to enter the room it is recommended they should alert pupils to this by announcing it to give them the opportunity to cover up if they want to.
- 3.4 All adults, but particularly those of the opposite sex, should avoid just standing in the changing room watching pupils, or repeatedly going in and out without good reason.
- 3.5 A code of behaviour should be established with all pupils so they are clear about expectations about their conduct whilst they are unsupervised.

What if pupils need assistance with getting changed?

- 4.1 Refer to the Intimate Care Policy for assisting children who are disabled or require additional support.
- 4.2 Pupils of all ages should be encouraged to be as independent as possible; adults should consider prompting and giving verbal help/encouragement before they offer assistance.
- 4.3 Adults should be especially vigilant when helping children with underclothes, tights and swimming costumes.
- 4.4 Assistance should take place openly, not out of sight of others.
- 4.5 As far as possible, members of staff or volunteers should assist pupils of the same sex.

Practice at St Edward's Church of England Primary School

- 5.1 Children from Foundation Stage to Year 4 change for PE and Sport in their classroom under the supervision of a member of staff. If a child's parent requested they change separately, they will go to somewhere suitable to do so, such as a cloakroom area or toilets, alone or with a same sex class friend depending on the circumstance.
- 5.2 Teachers are all aware that blinds may need to be drawn if the classroom is facing the path into school or playground, in order to provide the children with suitable privacy.
- 5.3 In Years 5 and 6, boys and girls change separately - being supervised by the member of staff.
- 5.4 Male members of staff will seek the assistance of a Teaching Assistant to help them supervise Upper Key Stage Two children, so neither the staff member, nor the pupils feel vulnerable.

Further guidance on safer practice in PE and sport:

NSPCC Child Protection in Sport Unit
www.nspcc.org.uk/Inform/cpsu/cpsu_wda57648.html

Association for Physical Education
www.afpe.org.uk

British Association of Advisers and Lecturers in Physical Education (BAALPE)
publication: Safe Practice in Physical Education and School Sport, 2004.