

MANUAL HANDLING POLICY

THIS POLICY HAS BEEN WRITTEN FOLLOWING GUIDANCE FROM THE SWIMMING TEACHER'S ASSOCIATION (STA) CODE OF PRACTICE AND FOLLOWING EXAMPLES FROM OTHER SWIM SCHOOL POLICIES.

- Manual support will be provided to swimmers during lessons in order to support them in the water and help swimmer's to progress in their learning.
- During lessons, teachers may use manual support which will be provided openly with the assent of the swimmer – teacher's will inform the participant, explain the procedure, and seek the swimmer's permission.
- Teacher's may support swimmer's, especially those at the beginning of learning to swim, by holding the head, arms/hands, and ankles/feet.
- Swimmer's will **never** be forced, pushed, or pulled. Coral Reef Swim School's teachers are here to provide encouragement and reassurance in a fun and safe environment.
- Teachers will only use manual support if appropriate to the age and ability of the swimmer.
- Teachers will only use manual support when necessary and only for as long as it is required.
- In the event of an emergency, staff (including teachers and lifeguards) will take the necessary and appropriate action to rescue a swimmer. It is important to understand that the necessary and appropriate action will be provided in order to keep the individual safe.
- Where a present and immediate risk assessment deems it necessary to do so, staff (including teachers and lifeguards) may support, guide, and in certain circumstances, refrain individuals from unexpected, unpredictable, or triggering behaviours that may cause the safety of themselves, or others, to be compromised i.e., impulsive behaviours such as running on the poolside or injurious behaviours such as hitting / grabbing / kicking / biting.

By reading this document, you understand that manual support is a method of teaching that will be used at Coral Reef Swim School to aid the progression of yourself / your child. Additionally manual support may be provided by any member of staff in emergency situations to keep yourself / your child and others safe.

If anyone has any concerns or queries, please do not hesitate to contact us on 07522 282654 or email us at crswimschool@outlook.com.