

Level-Up Aquatics Ltd – Safeguarding and Child Wellbeing Policy

Effective Date: 12 May 2025

Next Review Due: 12 May 2026

1. Policy Statement

At Level-Up Aquatics Ltd, we are committed to creating a safe, inclusive, and positive environment for every child and young person participating in our swimming clinics and camps.

We believe:

- Every individual has the right to feel safe and be protected from harm.
- All children, regardless of age, gender, ability, race, religion, or background, have equal rights to protection.
- The welfare of the child is always paramount.

2. Scope

This policy applies to all Level-Up Aquatics Ltd directors, coaching staff, volunteers, and contractors operating under the company's name. It covers all environments where activities take place, including pools, changing areas, and any associated digital platforms (e.g., email or social media).

3. Legal Framework

Our safeguarding approach is informed by the following UK legislation and guidance:

- Children Act 1989 & 2004 (England & Wales) and equivalent UK-wide policies
- Protection of Vulnerable Groups (Scotland) Act 2007
- National Guidance for Child Protection in Scotland (2021)
- Working Together to Safeguard Children (UK)
- UN Convention on the Rights of the Child (UNCRC)

4. Definitions

- Child: Anyone under the age of 18
- Abuse: Physical, emotional, sexual abuse or neglect, including bullying or exploitation

5. Responsibilities

Designated Safeguarding Lead (DSL)

The DSL is responsible for handling safeguarding concerns. This role is currently held by a Level-Up Aquatics Director.

Responsibilities include:

- Being the first point of contact for any safeguarding concerns
- Ensuring staff understand and follow safeguarding procedures

- Taking appropriate action and contacting local authorities or emergency services if needed

All Staff and Coaches

All Level-Up Aquatics team members must:

- Complete basic child safeguarding training
- Know and follow this policy
- Report concerns immediately to the DSL
- Maintain appropriate boundaries and professionalism at all times

6. Recruitment and Training

All staff must:

- Undergo PVG Scheme (or DBS in England/Wales) checks prior to working with children
- Provide at least one reference confirming suitability to work with young people
- Complete safeguarding induction and refresher training as required

7. Code of Conduct

All coaches and staff must:

- Treat all children with dignity and respect
- Put the welfare of the swimmer above all other considerations
- Avoid physical punishment, favouritism, or inappropriate conduct
- Never be alone with a child in an enclosed space
- Use appropriate language and only physical contact necessary for safety or instruction

8. Recognising and Responding to Concerns

Staff must be alert to signs of harm, such as:

- Unexplained injuries
- Sudden changes in behaviour
- Verbal disclosures
- Inappropriate contact from others

Responding to concerns:

1. Remain calm and listen
2. Do not promise confidentiality
3. Record what was said and observed
4. Report it to the DSL the same day
5. If a child is at immediate risk, contact emergency services (999)

9. Working with Parents/Carers

We:

- Inform parents about safeguarding expectations during registration
- Maintain open, respectful communication
- Respect family confidentiality unless safety is at risk

10. Photography and Social Media

- Consent for photography is included in event registration forms

- Parents/carers may opt out at any time
- Images used for marketing will only feature children with explicit parental consent
- No images will be taken in changing areas

11. Additional Support Needs (ASN)

While we do not offer specialist ASN coaching, we:

- Encourage inclusion and will accommodate ASN participants where possible
- Ask for relevant information during registration so staff can adapt appropriately
- Welcome feedback from families to support inclusive participation

12. Complaints and Whistleblowing

Concerns about staff behaviour or safeguarding practices can be raised by:

- Speaking to the DSL
- Emailing info@levelupaquatics.co.uk
- Contacting the relevant local authority social care team
- Whistleblowing to an independent body such as Protect – 020 3117 2520

13. Policy Review

This policy will be reviewed annually or following a significant safeguarding event or legislative update.

