



Curriculum Policy

PE: Swimming

CONTENTS

P3	How we will organise swimming at Oak Green School
P3-4	Roles and responsibilities
p4-5	Health and safety
P5	Behaviour
P5	Attendance
P5-6	Swimming kit
P6	Additional county information

APPENDICES

P7	APPENDIX 1 – School swimming ratios
P8	APPENDIX 2 – Staff minimum qualification
P9-11	APPENDIX 3 – School swimming letter to parents

WHY WE PROVIDE SWIMMING LESSONS AT OAK GREEN SCHOOL

Physical Education including Swimming is a National Curriculum Foundation Subject and thus STATUTORY. Parents do not have the right to withdraw their children from school swimming.

Swimming is a highly beneficial lifesaving activity. It supports the acquisition and development of physical literacy, along with skills for health and enjoyment. As a threshold skill, it also gives access to many other water based recreational activities. It is also incredibly good for your physical and mental health and wellbeing - it is the only activity you can do at any age and ability. Nevertheless, it also carries the risks of death through drowning or injury by brain damage through near drowning.

Therefore, the teaching of swimming ('Wet PE') must be about knowing what to do if someone gets into trouble in the water; or if a strong current takes your friend away from the edge; or you fall in when running by a river or canal.

All schools must provide Swimming instruction in either Key Stage 1 and/or Key Stage 2. In particular, pupils should be taught to:

- Swim competently, confidently and proficiently over a distance of at least 25m,
- Use a range of strokes effectively, such as front crawl, backstroke and breaststroke,
- Perform safe self-rescue in different water-based situations.

What do the outcomes mean?

1. Swim competently, confidently and proficiently over a distance of at least 25 metres This means demonstrating:

- a continuous swim of more than 25 metres without touching the side of the pool or the pool floor without the use of swimming aids.
- the stroke, or strokes, are as strong at the end of the swim as at the start, and that the swim is completed without undue stress.
- the stroke or strokes are recognisable to an informed onlooker. Using an ineffective stroke and just managing to swim 25 metres does not meet the minimum requirement.

2. Use a range of strokes effectively

Pupils should be able to use a range of strokes and make choices about the strokes they use to achieve different outcomes and be certain of success. To do this they need to experience simultaneous and alternating strokes, on their front and back.

3. Perform safe self-rescue in different water-based situations

As part of NC Swimming, pupils should be taught the key water safety messages (age appropriate); including the Water Safety Code:

- **Stop and Think**
- **Stay Together**
- **Float**
- **Call 999 or 112**

To meet the three National Curriculum requirements for swimming and water safety, lessons will focus on developing some or all of the following skills and strokes in different water-related contexts:

- how to enter (entry with full submersion and re-surface; fall in; step in entries),
- exit the water (climb out unassisted, without use of the steps),
- floatation,
- submerging,
- rotating from back to front and front to back and regaining an upright position,
- pushing and gliding and an understanding of streamlining,
- aquatic breathing,
- moving effectively and efficiently through the water using alternating and simultaneous
- strokes on front and back, such as front crawl, backstroke, breaststroke, also side stroke,
- swimming longer distances and for increasing amounts of time,
- using swimming skills and strokes for different purposes such as water polo and artistic ● swimming,
- survival and self-rescue skills.

HOW WE ORGANISE SWIMMING AT OAK GREEN SCHOOL

Swimming is timetabled in the autumn, spring and summer terms. Pupils in Year 4 will swim for the autumn and spring terms, during the summer term all pupils in Year 5 will receive lessons. In addition to this, targeted pupils in Year 6 will attend swimming lessons.

Children, therefore, have the opportunity to develop and improve their swimming throughout the KS2 primary phase.

ROLES AND RESPONSIBILITIES

The role of the PE subject leader

To maintain School Swimming Folder which includes:

- Up to date copy of NOP and EAP for the pool used. This needs to be signed by all staff accompanying school swimming to show they have read and understand these documents,
- Risk Assessment for each group,
- Registers, including medical conditions; additional needs; pupil ability and staff accompanying pupils,
- Up to date list of staff qualifications and training,
- signed copy of Pool Hire Agreement,
- School Swimming Programme,
- Assessments.
- Ensure the recommended teacher ratios are adhered to. (See Appendix 1)

The role of Lead Staff Member(s)/Class Teacher

School Teachers should accompany their own classes to their school swimming lessons whenever possible, as they know their pupils well. They should have an overview of the teaching of their pupils and the conduct of their class. They have overall DUTY OF CARE that applies for any activity in which children are involved and they cannot transfer their duty of care to anyone else, this includes:

- The welfare of children in changing room;
- Overall maintenance of good discipline;
- Counting children into and out of the building;
- Ensuring swimming instructors are marking the attendance register;
- Ensuring the water safety of all children and maintain a safe working environment;
- Confirm attendance levels and any relevant medical information with the swimming instructors;
- Making decisions about the provision for children with special needs and confirm risk assessment;
- Adhere to health and safety requirements;
- Read the necessary NOP and EAP documents and signed documents which are stored in the school swimming folder.
- Possess qualification of Minimum Swim England Support Teacher of School Swimming Certificate delivered by Swim England Licensed AVTP staff. (see Appendix 2).

The role of adult helpers

- The welfare of specific children in changing rooms. Supervision and oversight of designated children, ensuring children understand and follows instructions.
- Consult with the member of staff in charge and agree arrangements to be made about the provision for children with special needs and confirm risk assessment.
- Adhere to health and safety requirements.
- Read the necessary NOP and EAP documents and signed documents which are stored in the school swimming folder.

The role of swimming instructor

Qualified to a minimum to Swim England Level 2 or STA Level 2 Certificate of Teaching Swimming needs to: ● understand their role in school swimming,

- work in partnership with the Teacher in Charge of School Swimming and Water Safety and other School staff accompanying pupils swimming,
- liaise with lifeguards and other centre staff regarding the lessons,
- ensure an ongoing and dynamic risk assessment is undertaken for each group involved in swimming activities,
- be aware of the additional needs and medical conditions of the pupils in their class, risk assessing these within the context of the swimming environment,
- ensure the safe conduct of the class whilst the pupils are in the water and on the poolside,
- enable pupils to have fun in and near water,
- have a knowledge and understanding of the school's behaviour policy to award appropriate behaviour e.g. House Points
- prepare, plan and teach high quality School Swimming and Water Safety lessons in partnership with the school appropriate to the pupils' age and ability – showing good understanding of National Curriculum requirements,
- work with school staff to oversee the assessment of pupils against selected Award Criteria, ● ensure sufficient lifeguard provision is on poolside (understand the pool's NOP and EAP), ● understand their role and responsibility in the case of an emergency.

Swimming volunteers will:

- attended Safeguarding training within school
- Provide copies of their qualifications (Swim England / ASA or STA teaching/ coaching) for the school swimming folder.
- have a completed DBS check which is kept in the school swimming folder.

HEALTH AND SAFETY

The school must ensure that all medication (including inhalers) is always accessible poolside. A child will not be allowed to swim if their medication is not available, unless an emergency salbutamol kit (with a 'spacer') is available from the school.

Procedures are in place for First Aid including travel to, from and at the pool.

In the event of an emergency evacuation, Emergency blankets should be available for all and clearly labelled. Members of staff with an appropriate First Aid qualification are always on site when the pool is in use.

Accidents/Incidents requiring first aid must be recorded on an accident form/book. Schools hiring the pool must request a copy of the form for their own records, Accidents/Incidents should be reported to BCC via the AssessNet system and if warranted it may require reporting to the HSE under the Reporting of Injuries Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR).

Pool operators have a responsibility for the safety of all who use their pools. Whenever children swim, there must be someone present with appropriate lifeguarding/lifesaving, rescue and first aid skills.

It is the responsibility of the pool operator to ensure that there are enough Lifeguards and that they are competent, effectively organised and diligent in their duties. This should be addressed in the risk assessment and also includes assessing whether hirers of pools have made effective and safe arrangements for supervision. (HSG179, Health & Safety in Swimming Pools 2018)

BEHAVIOUR

The swimming pool is a place of work and should be treated as a classroom with the same rules regarding the school's behaviour policy. Specific pool rules can be found in the NOP for Aqua Vale Swimming Pool. All School Staff should read and understand these rules.

ATTENDANCE

All parents must ensure that their children attend all allocated lessons as swimming is a statutory part of the National Curriculum. Parents do not have the right to withdraw their children from this statutory element of the National Curriculum, unless the child has an EHCP (Education Health Care Plan). Older children are encouraged to be independent in terms of organising their swimming kits. Children who forget their swimming kits or cannot participate in the lesson for any reason will be required to attend and observe the lessons from the side of the pool. This is in line with the other aspects of the PE curriculum delivery. Parents of children returning from an illness that would prevent them from swimming for a short period of time must provide the school with medical evidence of the illness in order that they may be excused from the lesson. Should a child not be able to swim for an extended period of time, a doctor's letter must be provided.

Pupils should not be excluded from school swimming because of verrucas, as learning to swim is statutory in the National Curriculum and helps prevent death from drowning. Swim England advice includes discouraging the use of devices such as plastic socks to protect the feet, as with elasticated knee bandages, the socks have limited value

other than to attract attention. They advise the use of a waterproof plaster to be sufficient to cover the verruca during lessons. Alternatively, over the counter treatments e.g. Bazuka provide a layer of protection over the verruca. Further information from Swim England can be found [here](#).

SWIMMING KIT

Pupils should wear appropriate swimwear for swimming that conform to safety, cultural and teaching requirements. Swimming hats must be worn and all jewellery removed. Where pupils may not be able to remove earrings, these must be taped. Where the school accepts taping, the teacher supervising the group has the legal responsibility to ensure that the taping is fit for purpose. Body jewellery should be removed or taped to a safe standard. Medical Aid wristbands can now be made of soft materials with velcro fastenings and these are considered acceptable. It is a parents' responsibility to check that there are no hard edges that may cause injury.

Fitness watches/wristbands should be removed for school swimming. Religious artefacts need to be removed or made safe. Health and safety law would usually take precedence over equality law because of the implication of the "safety of others" and the specific duty set out in the Health and Safety at Work etc Act 1974. If, following discussions with parents and faith leaders, their removal becomes Buckinghamshire Council in Association with Bucks School Swimming Partnership Health and Safety Policies and Procedures Safe Practice in School Swimming Policy and Guidance Revised Edition October 2023 66 contentious, the activity and involvement of the wearer needs to be suitably modified to mitigate undue risk. AfPE Safe Practice in Physical Education, School Sport and Physical Activity 2020.

It is important that swimming clothing is relatively tight fitting in order to minimise the effect of drag that waterlogged clothing can create (as this is dangerous for weak swimmers). Also, loose fitting shorts can trap the hands or feet of other swimmers. Sensitivity is required to ensure the correct balance when cultural demands require looser fitting garments (working with leisure providers to accommodate needs) and the need to be able to see the movements that limbs and joints are making in the water to ensure appropriate learning.

Goggles are not considered an essential swimming item, but where required, parents can request that their child/ren wear/s goggles. Please refer to the parent letter (Appendix 3). The Swimming Teacher for the group is responsible for determining whether any pupil wearing goggles is using them safely and for a positive purpose. If they are not, then the pupil should be asked to remove the goggles. Ill-fitting goggles may mist up or fill up with water, thus affecting visibility. School staff should not fit or adjust a pupil's goggles.

Teacher Clothing and Equipment

School staff should change into suitable footwear to be able to move easily around the poolside and not bring outdoor dirt onto the pool surrounding their feet.

ADDITIONAL COUNTY INFORMATION

Oak Green School Swimming Policy follows advice from Buckinghamshire Council (BC) and the Safe Practice in School Swimming Policy & Guidance document:

[Buckinghamshire Council Safe Practice in School Swimming Policy and Guidance | SchoolsWeb \(buckscc.gov.uk\)](https://www.buckscc.gov.uk/schoolsweb)

APPENDIX 1 – School Swimming Ratios

Ability / age / activity	Learner/Teacher Ratios	
	Baseline	Quality Delivery
Non-Swimmers and beginners - young children , normally primary school age, being introduced to swimming who are unable to swim 10 metres unaided on back or front.	12:1	8:1
Pupils under the age of seven - Irrespective of their swimming ability, group size should be restricted.	12:1	8:1
Improving swimmers - Swimmers of a similar ability to each other who can swim at least 10 metres competently and unaided on their back and on their front. It is recommended that the lesson be confined to an area in which the pupils are not out of their depth.	20:1	12:1
Mixed ability groups - Pupils with a range of abilities (from improving to competent) where the least able and least confident are working well within their depth. Swimmers techniques, stamina and deep-water experience should be considered. They should not include beginners.	20:1	12:1
Competent swimmers - Those swimmers who can swim at least 25 metres competently and unaided on front and back, and can tread water for two minutes.	20:1	15:1
Swimmers with disabilities - each situation must be considered individually. Care must be taken to ensure that there are sufficient helpers in the water to provide 1:1 ratio for those needing constant support, and a sufficient number of other helpers to provide the degree of support required by the range of disabilities within the group.	8:1 with 1:1 support in the water where required	6:1 with 1:1 support in the water where required

The absolute upper limit for a qualified Swim England Level 2 (or equivalent) Teacher in School Swimming is 20:1 (owing to the likely mixed ability of the group). It is emphasised that this will need to be lower depending on the

Risk Assessment; e.g. age, ability, additional needs and where schools are taking pupils who are beginners or unable to swim 10m unaided on their front and back (see previous page).

For example, where schools are taking pupils who are beginners, unable to swim 10m unaided on their front or back, **which is often the reality**, the ratio becomes 12:1 (ideally a maximum of 8:1) and schools will therefore need to employ additional qualified swimming teachers to work safely within these ratios. As an example, where schools take more than 20 pupils swimming; e.g. a class of 30 pupils, the above applies and they will require:

A minimum of 2 Swim England Level 2 qualified swimming teachers, along with 2 Swim England Support Teacher of School Swimming qualified school staff (again, there may be a requirement to employ more qualified swimming teachers and/or bring more school staff (trained or as additional 'spotters'), dependent on Risk Assessment).

Leisure provider pools work within the above national governing body ratio guidelines. The Bucks Safe Practice in School Swimming Policy requires school staff with the Swim England Support Teacher of School Swimming Certificate to assist leisure provider qualified swimming teachers (whilst still working under the above ratios and the guidance of the Level 2 Swimming Teacher).

Buckinghamshire Council - Safe Practice in School Swimming Policy & Guidance – page 53-54

APPENDIX 2 – Staff minimum qualification

Swim England recommends that school staff holding the Support Teacher of School Swimming work with a maximum of 3 pupils, again dependent on confidence, competence and risk assessments, under the guidance and supervision of the qualified Level 2 Swimming Teacher and within Swim England recommended ratios.

For Teacher of School Swimming qualified school staff, Swim England recommend that school staff work with a maximum of 8 pupils, again dependent on confidence, competence and risk assessments, alongside a qualified Level 2 Swimming Teacher and within the Swim England recommended ratios.

Buckinghamshire Council - Safe Practice in School Swimming Policy & Guidance – page 27

APPENDIX 3 – school swimming letter to parents



Oak Green
Southcourt
Aylesbury
Buckinghamshire
HP21 8LJ
Tel. 01296 423895
office@oakgreen.bucks.sch.uk

Co-Headteachers: Mrs N Beesley (BA QTS Hons, NPQH)
Mrs D Kelloway (B.Ed. Hons, NPQH)

30th June 2025

Dear Parents/Carers

Next academic year, Year 4 will have their Statutory School Swimming Programme as part of the National Curriculum Physical Education at Aqua Vale.

Swimming will commence on **Monday 8th September 2025** - 4A will swim at 10.00am, 4B 10.30am and 4C 11.00am each week. Their last swimming session will be **23rd March 2026**. Children will need to wear PE kits every Monday, including trainers.

The swimming dates are as follows:

8th, 15th, 22nd, 29th September, 6th, 13th, 20th October, **3rd, 10th, 17th, 24th November, 1st, 8th, 15th December, 5th, 12th, 19th, 26th January, 2nd, 9th**, 23rd February, 2nd, 9th, 16th, 23rd March.

We have made arrangements for a coach to take us to and from Aqua Vale during the wettest and coldest months of the year (**highlighted bold in the dates above**), however we are requesting that all parents contribute to the cost of the transportation. The amount we require for 13 weeks of transportation for each child is £24. To access this payment login to your ParentPay account, you can either pay in full, or across two payments of £12, one due in September and the other due in December. **If the school doesn't receive enough payments to cover the cost of transportation, we will have to cancel the coach and issue refunds accordingly.**

For swimming lessons, please provide your son/daughter with a waterproof kit bag with the following items:

- Suitable swimwear
- Towel
- Swim cap
- Goggles, if you wish your child to have them

Whilst they are not considered to be essential, we recognise that children who swim frequently or whose eyes are susceptible to irritation may prefer to use goggles for swimming. They may help maintain the required body position and improve vision through the water. Therefore, parents may request that their child use goggles during the lessons. We should inform you that it is your responsibility as a parent, to teach your child to put on and take off goggles in the correct and safe fashion. Our advice would be to read the manufacturer's instructions for putting them on and taking them off. This is important to ensure protection of eyes from impact damage through stretching the eyepieces away from the face with wet fingers.

Please ensure that goggles are of a good quality. Goggles should be British Standard Institution (BSI) Goggles which include brands such as Speedo or Zoggs, which will include instructions on the package for the correct way to put them on and take them off. You should be aware that on occasions your child will be asked to remove their goggles in order to safely perform certain aquatic activities such as Water Safety.

If you would like your son/daughter to wear goggles please indicate on the attached form. This also requests any information you may be able to provide us with regarding previous swimming experience. The first swimming lesson will always include a full health and safety brief, where your son/daughter will be assessed in shallow water.

By the time a child is ready to leave primary school they should be able to swim, know how to get out of trouble if they fall into the water, know the dangers of water and understand how to stay safe when playing in and around it. This includes understanding and adhering to national and local water safety advice, being able to use appropriate survival and self-rescue skills if they unintentionally fall in or get into difficulty in the water, and knowing what to do if others get into trouble. The reasons we believe School Swimming to be so important include:

- It teaches pupils how to safely have fun in the water with family and friends,
- Water safety is an essential life-saving skill,
- Swimming provides numerous physical and mental health benefits throughout a pupil's life,
- Knowing how to swim confidently provides access to many other water-related activities and careers,
- Learning about water safety in different water environments and situations is vital to staying safe in and around water.

Swimming is effectively 'Wet PE'. As such, in addition to the above, our aim is for pupils to be physically active during their School Swimming lesson and have opportunities to:

- Engage in competitive situations (both against themselves and others) and co-operative physical activities,
- Communicate, collaborate and compete with each other,
- Develop an understanding of how to improve; learn how to evaluate and recognise their own success.

Level 2 Swimming Teachers from Aylesbury Vale Swimming Centre will be taking the lessons. In addition to Level 2 Swimming Teachers, lessons will be supported by volunteer Alan Drew (who holds an Assistant Swimming Coach qualification) and School Staff have also undertaken training in National Curriculum Swimming so they are able to work in partnership and support the School Swimming lessons - this enables high quality lessons through Swimming Specialism alongside National Curriculum knowledge.

Your child will be taught the following skills and strokes in different water-related contexts:

- how to enter and exit the water
- floatation
- submerging
- rotating from back to front and front to back and regaining an upright position
- pushing and gliding and an understanding of streamlining
- aquatic breathing
- moving effectively and efficiently through the water using alternating and simultaneous strokes on front and back, such as front crawl, back crawl, breaststroke, side stroke
- swimming longer distances and for increasing amounts of time
- using swimming skills and strokes for different purposes such as water polo and synchronised swimming
- survival and self-rescue skills: treading water, Heat Escape Lessening Position (HELP) and Huddle positions, floating and resting in the water, attracting attention, sculling and swimming in clothes/buoyancy aids
- water safety: knowledge and understanding of different water environments, how to stay safe when playing in and around water including recognising flags and warning signs and understanding national and local water safety advice
- what to do if others get into difficulties: stay safe: shout, signal; throw, do not go into the water; raising the alarm 999
- play competitive games such as water polo and apply basic principles suitable for attacking and defending.

Within a class or year group, pupils are likely to hold a range of abilities in these areas. Regardless of prior swimming experience, it is important to ensure all pupils are offered the same lessons initially to provide consistency. This is particularly important with regard to the water safety lessons as this is an area which can never be over-taught.

For further information, please click on the link for [Swim England's 'A Guide for Parents'](#)

We hope your child enjoys their School Swimming lessons.

Yours faithfully,

Mr Palmer
PE Lead

Mrs Goodall
Assistant Headteacher – LKS2

