

## Edsential School Swimming Service

### Terms and Conditions

#### 1. Schools responsibilities and standards

- 1.1. The headteacher and school Governors and relevant school staff should read Edsential Policy and Guidance Document prior to the start of the school swimming programme.
- 1.2. The Edsential School Swimming Coordinator should be the first point of contact for all enquiries and issues relating to school swimming. The coordinator will communicate with providers on behalf of the school
- 1.3. Edsential policy is that all school staff wishing to support school swimming must attend the Amateur Swimming Association’s National Curriculum Teaching Programme course. This is a requirement from Edsential to meet Health and safety guidance and supports headteachers, Trustees and Governors around their responsibilities for health, safety and training.
- 1.4. Schools must adhere to the ratios below. Failure to do so will result in children being refused entry to the pool. This ensures the health and safety of pupils and staff.
- 1.5. Two qualified Swimming Instructors and one Lifeguard will be provided.
- 1.6. If your school wishes to bring an extra 6 pupils the school will be required to ensure a recently ASA qualified member of school staff assists with the delivery of swimming.

The ratios for Edsential school swimming are outlined below:

Figure 1a

Non-swimmers and/or pupils under the age of 7 (Ratio per pool)		Improving and/or competent swimmers (Ratio per pool)		Pupils with a range of learning difficulties and disabilities (Ratio per pool)	
2 Leisure Services Swimming instructors	24 pupils	2 Leisure Services Swimming instructors	30 pupils	2 Leisure Services Swimming instructors	30 pupils
An additional school teacher with <b>current ASA</b> swimming qualification provided by Edsential	6 pupils	An additional school teacher with <b>current ASA</b> swimming qualification provided by Edsential	6 pupils	School to liaise with swim coordinator regarding school staff support	
<b>Maximum</b> number of pupils per session	30 pupils	<b>Maximum</b> number of pupils per session	36	<b>Maximum</b> number of pupils per session	30

Schools may send more than one member of staff with the appropriate swimming qualification. In this case, additional staff can take groups of up to 6 pupils within the maximum number of pupils per session.

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#### 2. Disability Swimming Arrangements

- 2.1. If your school has a pupil that requires support in the water, arrange for your SENCO/Teaching Assistant to provide support in the water for the pupil if this is a suitable arrangement for the school. The role of the SENCO/TA in this instance is to support the pupil in the water. Supervision of changing is required to be arranged by the school. The Leisure pool swimming instructor will teach the pupil.
- 2.2. If a particular pupil has a severe learning difficulty or disability and requires particular support and expertise please contact the Edsential Swim Co-ordinator no later than 2 weeks before swimming sessions commence. Failure to contact the Edsential Swim Co-ordinator within this timescale will mean that we cannot guarantee any swim support. There is an additional charge for one to one support.

#### 3. Costs and Charging

- 3.1. The cost of a 30 minute session is £75 (£65 for schools swimming at Calday), not including transport.
- 3.2. The cost of transport is £65 per return journey.
- 3.3. Schools will be charged for their swimming programme at the beginning of the term during which they are due to swim. This charge from Edsential will be inclusive of pool hire, instructors and transport.
- 3.4. If a school misses a swimming lesson due to transport or pool closure and it cannot be rescheduled, a reduction will be taken from the charge made during the next term.
- 3.5. Please note: If a school does not swim for any other reason they will still be charged.
- 3.6. Schools will be charged for all swimming lessons and associated costs outlined in the timetable sent in the previous Summer Term.

#### 4. Rolling Contract

- 4.1. Schools that opt for the Edsential Swimming service will enter into a rolling contract. Schools will automatically continue with the swimming service each academic year unless Edsential are contacted before the end of the Spring Term and advised that a school no longer wish to use the service for the following academic year. This allows Edsential to make long term commitments to the swimming pools, transport providers and secure preferential access and rates for our schools.
- 4.2. Schools that opt for their Edsential swim service will be required to use Edsential's transport provider if transport is required.
- 4.3. All schools will be provided with their allocated swimming timetable at the start of the summer term