The Slough and East Berkshire C. of E.

Multi Academy Trust

Colnbrook C. of E. Primary School

Changing for PE Guidance

Owner:	SLT
Date Reviewed:	March 2025
Date Policy to be reviewed:	March 2027

"Be strong and courageous. Do not be afraid; do not be discouraged, for the Lord your God will be with you wherever you go." **Joshua 1:9**

Our Vision Statement

At Colnbrook we want to grow young people who believe in themselves so they are confident and courageous and not discouraged from their path. They are resilient when faced with challenge. We want our pupils to believe in each other and to feel supported; never alone on their journey.

Our pupils will have the strength of character to set themselves aspirational goals in learning and life. They will achieve their best and create their own inspirational story and memories.

These values are at the heart of everything we do here at Colnbrook Church of England Primary School. They reflect the qualities that staff and governors want the children to develop and display in all that they do.

Aspiration, Resilience, Respect, Responsibility, Community, Compassion.

1. Introduction

This guidance document has been produced to make clear Colnbrook C. of E. Primary School's approach for children getting changed for physical education lessons in school. This guidance has been created using:

- NSPCC's Document 'Safeguarding Considerations for Changing Rooms'
- DFE Guidance Document 'Advice on Standards for School Premisis' 2015

We believe clear guidelines are important because:

- getting changed can make some children feel vulnerable
- getting changed can cause anxiety for some children
- staff and volunteers can feel unsure about changing supervision and how to ensure that all children and adults are safe.

2. Safeguarding

Keeping children safe is everyone's responsibility. Some signs of abuse may become apparent while children and young people are getting changed. For example, staff might notice changes in behaviour, children being uncomfortable getting changed or unusual marks and bruises.

Through regular training, staff are be trained to recognise the signs of abuse and know what procedures to follow if they have any concerns about a child and young person. Changing areas could be places where young people are more vulnerable to peer-on peer abuse such as bullying or harmful sexual behaviour. School staff need to be able to keep children safe while allowing them privacy.

At all times, staff must follow safeguarding procedures as set out in the school's Child Protection and Safeguarding Policy, as well as the latest version of Keeping Children Safe in Education.

3. Changing Areas

The school will consider the following things when organising changing facilities for children.

- Mixed gender changing areas are less appropriate as children get older. Be sensitive to those who physically mature at a much earlier or later age than their peers. Children usually begin puberty at any point between the ages of 8 and 14 (NHS, 2021).
- The school need to treat everyone fairly and with respect for their privacy and dignity.
- The schools should make adequate and sensitive arrangements for changing which take into account the needs of all children. This should include those with disabilities, those who are transgender, non-binary or questioning their gender identity and those from different religions, beliefs and cultural backgrounds.
- Adults must always change privately; never in the same space as children.

At Colnbrook C. of E. Primary School, children from Reception to Year 3 will change together in their classrooms with the teacher or support staff, whoever is responsible for the class at the time to be within the class to help with any issues or problems.

Children in Years 4, 5 and 6, boys and girls will get changed in separate rooms. One group will change in the classroom, with the other group changing in an alternative room close by, for example the library, ICT suite or toilets.

4. Staff supervision

When children are changing for PE, staff should remain nearby rooms used for changing in order to maintain good behaviour or provide support when changing. Children should know that adults are in earshot of what is happening in the room and will enter if necessary - in response to a disturbance or bullying, for example. For younger children, adults may need to provide assistance when children are getting changed.

Staff should also consider the following principles of best practice:

- It may be possible to leave the door of designated changing rooms slightly open so that nobody can see inside but staff outside can hear if there is a disturbance, or a child needs assistance.
- If an adult needs to enter the room they should alert children in advance and give children the opportunity to cover up if they want to.
- Adults should never stand in the changing room watching children, or go in and out repeatedly without good reason.
- You should establish a clear code of behaviour and make sure children understand your expectations about their behaviour while they are unsupervised.
- Children and young people should know who to talk to if they have concerns about the behaviour of a member of staff or other young people. If concerns are raised these should be taken seriously, and the nominated child protection lead should take appropriate action.

5. Children who need help getting changed

When organising changing areas for children who need extra support to get changed, the school should:

- have a written intimate care policy and review these arrangements regularly
- involve children, parents or carers in making decisions which involve intimate care
- ensure all staff and volunteers are aware of any intimate care issues for individual children and young people and understand the school's policy for assisting children who are disabled or require additional support
- encourage children of all ages to be as independent as possible - consider prompting and giving verbal help and encouragement before offering physical assistance
- be especially careful when helping children with underclothes, tights and swimming costumes. If it's necessary to give a child assistance, adults should always do so openly and in sight of other staff and / or children.

6. Changing off site

Children will attend swimming lessons at a local leisure centre during their time at Colnbrook. As well as the guidance above, the following principles should be adhered to during these times:

- Children should not share changing areas with members of the public unless this has been carefully risk assessed and unavoidable. Staff should monitor the changing areas to ensure cubicles used by children are away from public changing areas.
- If school sessions are before or after public sessions, enough time should be booked either side of the session to allow children to get changed before the public are allowed in.
- If changing areas are shared with students from another school, staff should carefully monitor changing areas to ensure children are not at risk of harm.