

Changing Room Policy

Guidelines on Changing Rooms

The aim of this policy is to BISHA members and volunteers, with guidance regarding conduct in changing rooms, whilst this list is not exhaustive; it will serve as a basic guide and will be reviewed annually. The policy maybe subject to immediate change to reflect a change in legislation or circumstances that may arise. The decency of all parties is of paramount importance and appropriate steps should be taken to ensure that there is compliance with this policy.

1. All children and young people (players) using changing rooms will be supervised by two (2) members of Club staff who have current enhanced DBS disclosures completed via the BISHA DBS process. [BISHA DBS Guidance](#)
2. The Club Staff should be officially registered as a BISHA members, as a Manager, Coach, Bench Official or Non-Bench Official.
3. Children and young people should always be adequately supervised and should not be left on their own within changing rooms or in the venue. They should also never be in isolation with any adult.
4. Where possible Clubs should ensure that no more than 2 people and not less than 2 people take responsibility for the supervision of children and young people within changing rooms.
5. Separate facilities should be made available for mixed gender teams where possible or appropriate steps taken to ensure privacy. (In the case where separate facilities are not available, then each gender must be dressed to sweat-suit level before joining together)
6. If you are involved in a mixed gender team, each group should be supervised by staff of the same gender. If this is not possible i.e. the only boy on the team with all female coaching and managing staff, steps should be taken to ensure that the child's or young person's decency is considered. (This should not preclude the individual from being a member of the team)
7. Steps should be taken to ensure appropriate gendered supervision is within teams and clubs to facilitate effective changing room supervision.
8. Volunteers should not offer to do tasks of a personal nature which a child or young person could do for themselves, unless requested to do so by a parent/guardian, remembering that some young people may need assistance with tying laces, and fitting of helmets etc.
9. Parents do not have an automatic right to be present in the changing room.
10. Some clubs insist that children fasten their own skates and other equipment, whilst this is not

an unreasonable expectation, there may be a need for the child to have a parent, guardian, coach or manager helping them to get dressed. Clubs should act reasonably in complying with this point. This may include inviting parents etc into the changing room to dress the player.

11. If a young person is uncomfortable changing and showering, no pressure should be put on them to do so.
12. Adult staff (e.g. coaches, physios, match officials, other volunteers) should not change or shower at the same time using the same facility as the players.
13. Children should not be allowed to change in public places, such as corridors or seating areas within arenas.
14. Whilst every effort should be made to accommodate safe changing spaces for young people it may be necessary for establishments to provide temporary changing facilities. This should be in accordance with the points raised earlier.
15. In the event of a child having to return to the changing room through injury or exclusion from the game they should be accompanied by their parent or guardian.
16. In the event of young people having to share a changing room with senior's careful consideration should be given to the process of both teams having to change. This will depend on who is on the court first, this should be avoided but should the situation arise, the team managers should discuss the situation and take appropriate action ensuring the decency of all parties are taken into consideration.
17. In the case of mixed aged teams, the Club must have consent from parents/guardians that their child can share a changing room with adults. A responsible person should take responsibility for ensuring that the welfare of the young person is addressed.