



## Changing Room Policy

The National Ice Centre (NIC) recognises there are a number of risks specific to changing rooms, ranging from health and safety to supervision. The purpose of this policy is to identify and promote best practice and to provide a safe environment in the changing rooms.

Adherence to this Changing Room Policy enhances privacy and reduces the likelihood of misconduct.

The following guidelines must be adhered to:

- Separate male and female changing rooms to be used.
- Users will be allocated specific times to access/egress the specific changing room.
- Subject to availability, a family changing room will be provided for skaters under the age of 9, who require assistance changing.
- The NIC considers that skaters aged 9 years and over are generally capable of changing themselves and using a changing room without parental supervision.
- Parents are not permitted access to a changing room, other than the family changing room.
- A skater under 18 years may need to share changing rooms with fellow skaters over 18 years in certain circumstances, i.e. Figure skating, NIRC, NSSA. In these circumstances, showers cannot be used, and anyone wishing to undress completely must use the toilet facility located near the changing room.
- If skaters are uncomfortable changing at the rink, no pressure should be placed on them to do so, instead it should be suggested that they change at home.
- All clubs should have a Changing Room Policy in accordance with their NGB guidelines and/or adopt the NIC's Changing Room Policy.
- Mobile phones and other devices must not be used to take pictures, selfies, videos or any other recordings in a changing room.
- Skaters must display a high standard of behaviour at all times. The use of inappropriate or abusive language, horseplay, bullying or physical violence will not be tolerated. Inappropriate behaviour by others should be reported to a coach, team manager or member of NIC staff straight away.
- Skaters must respect the rights and privacy of others at all times.
- The NIC is not responsible for lost or stolen items and clubs/skaters must report any loss of items or damage to personal property immediately on discovery to the Security Officer at Control Room.
- Skaters will be responsible for keeping the changing room and their lockers secured.
- Changing rooms are in public areas so doors must remain secure when not in use and closed at all times.
- The club coach/team manager must inspect the changing room prior to use and notify the Control Room of any issues. The changing room key must be signed out from the Key Safe and returned there after use.
- The club/skater is responsible for any damage caused to a changing room.
- Changing rooms, lockers and the content of lockers will be subject to spot checks. The member of staff will knock on the changing room door and verbally confirm that everyone is clothed before entering the room.
- The NIC reserves the right to dispose of any property left in changing rooms outside of scheduled training times.
- Medication must be stored securely.
- The club/skater must respect the changing room and keep it clean and tidy.
- Any problems or issues identified should be reported immediately to the team Manager, coach, NIC staff or the Control Room in person or by calling 0115 8533032.

**Failure to adhere to the above may result in exclusion from the venue**

The NIC has incorporated guidance provided by the NSSPC Child Protection in Sport Unit in developing this policy