



TERMS OF REFERENCE

SWIM ENGLAND MEDICAL PROTOCOL

1. The Swim England Medical Protocol is a free of charge service offered to Swim England affiliated clubs. It can be accessed when a member under the age of 18 (“a child”) has a medical condition/issue that is causing difficulty, concern or is affecting their ability to take part in aquatics. If a club has a concern regarding an adult member then please email Kerry Moss at the email address below. The matter may be given consideration by the Swim England Doctor or signposted to another Swim England department
2. The Swim England Medical Protocol and services of the Swim England Doctor are solely to provide an opinion and/or recommendation towards establishing a child’s fitness to take part in aquatics (i.e. training and competition). This will include consideration of taking part at their current level or whether there is professional medical opinion that supports the member reducing their activity or ceasing to train or compete in aquatics altogether.
3. The medical opinion provided by the Swim England Doctor will seek to balance the requirements of the members wish to train and compete against whether medical opinion deems that activity appropriate and safe for the member.
4. Initial discussion and agreement to refer under the Medical Protocol must be made between the Swim England club and the child’s parent/carer.
5. A written referral is required in all cases. Referrals should be sent to Kerry Moss, Manager of the Office of Judicial Administration. Please note verbal requests will not be accepted.
6. The referral must contain full details regarding the medical condition and full details from the child’s parent/carer and the club on the difficulties or concerns the medical condition is raising in terms of aquatic training and competition.
7. The referral must include the name and contact details of the member’s parent/ guardian, a named contact at the swimming club and the name and contact details of any medical professionals involved in the members care.
8. The referral must include all written communication from the treating specialist that is available (clinic letters, referrals etc.) and permission from the parent/guardian of the child for the Swim England doctor to make contact with the medical professionals named in the referral if this is deemed appropriate. The parent/carer should make that medical professional aware of the referral and that they may be contacted by the Swim England Doctor.

9. On receipt of the referral this information will be considered by the Swim England Doctor. The Swim England Doctor may request further information from any party to the referral. However, the Swim England Doctor will not personally meet any the parties involved in the process including the parent/carer and/or child.
10. The Swim England Doctor may (in exceptional circumstances) make contact with the medical professionals named in the referral if this is appropriate before providing their professional medical opinion and/or recommendation(s).
11. Following consideration of all the information the Swim England Doctor will provide their medical opinion and/or recommendation(s) to the Swim England via Kerry Moss who will then return to the parties with the opinion and/or recommendation(s) of the Swim England Doctor.
12. The Swim England Doctor will not be involved further and once opinion/recommendation is provided this will be a matter between the club and the parent or carer of the child.
13. The Medical Protocol referral will be closed with no further action should any party refuse to engage in the process or fail to provide further information as requested by the Swim England Doctor.
14. Should the Medical Protocol referral alert the Swim England Doctor to any concerns of a child safeguarding nature these matters will immediately be referred to the Swim England Safeguarding Team. The Swim England Safeguarding Team may take advice or make a referral to Police, Children's Social Care, MASH or other statutory body if there are concerns that a child has been harmed or is at risk of harm.
15. In the event that there remains a dispute over whether a child is fit to compete between the club and the parent or carer of the child after the conclusion of the Medical Protocol process then contact should be made with Kerry Moss. Kerry will advise both parties of the ASA Judicial Complaints procedure.

**All referrals must be sent in writing to Kerry Moss, Judicial Office Manager at
kerry.moss@swimming.org**

If you have any queries please contact 0161 244 5345