

# Team Management Ratios

## Single Day or Local Events

During the review of the Team Manager 1 and the updated version of Wavepower 2020-2023, it was noted that there was some variation of the interpretations of ratios for Team Managers and Coaches. The following guidance clarifies the ratios that Clubs, Counties and Regions should follow as best practice across all disciplines.

## Supervision Ratios – Management Team

Ratios are difficult to prescribe as they will vary according to the activity, ages involved, location and efficient use of resources. Organisations must ensure they have enough people to be able to deal with an emergency situation. For example, in the event staff illness, a sick child or an accident.

The following are the recommended minimum supervision ratios for Single Day and Local events:

Role	Ratio 10 years old and under	Ratio 11 to 17 years old
<b>Coach</b>	1:8	1:10
<b>Team Manager</b>	1:16	1:20

To ensure an organisation is delivering safe practice, it is essential to note that one individual cannot Coach and act as Team Manager at the same time.

**Team Managers:** Should have completed Team Manager 1 with DBS and Safeguarding in date on the day of the event.

When appointing Team Managers, consideration should be given to the relationship between Coaches, Team Managers. It is best practice to ensure Team Managers are not closely related to other members of the Management Team especially those who are also in supervisor role such as coaches. This is to ensure Team Managers are able to act independently should any concerns arise and participants feel confident to raise any concerns without fear of reprisal. If the organisation are unable to appoint at least one independent Team Manager Swim England advise it is best practice to appoint two Team Managers.

**Chaperones:** This role is not included within the management team supervision ratios as they must only support a single athlete during an event regardless of the athletes age, this person must be aware of the athletes' individual needs and work closely with the Coaches and Team Managers. A chaperone must be a member of Swim England. In addition a Chaperone must have an in date DBS check and Safeguarding unless they are also the athlete's legal guardian.

## Gender Ratios

It is not necessary to appoint Team Managers of both genders on all occasions as the ratio is defined by the gender of the athletes attending the event taking into account the whole supervising Management Team of Coaches and Team Managers.

An organisation should apply the following best practice ratio:

Age Group	Ratio
10 years old and under	1:8 i.e. for every eight female athletes, there must be one female in the Management Team
11 to 17 years old	1:10 i.e. for every ten male athletes, there must be one male in the Management Team

## Further Information and Guidance

In all cases organisations should follow the guidance provided in Wavepower 2020 - 2023 <https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/> and the guidance provided in CPSU's "Safe Sport Events, Activities and Competitions" document - <https://thecpsu.org.uk/resource-library/tools/safe-sport-events-activities-and-competitions/>