Kent County Council

Swimming pool risk assessment

(Insert school name)

(Insert date)

**Model risk assessment**

|  |  |  |  |
| --- | --- | --- | --- |
| Establishment | Subject being assessed  | Assessor (s) | Date |
|  | School swimming |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Source of hazard | Persons affected & number | Control measures in place | High risk | Medium risk | Low risk | Further action required, by whom, timescale or reference to other assessments plus information |
| Pool designi.e. blind spots, glare |  | * competent & trained staff
* qualification renewed every 2 years
* ongoing staff training.
* lifeguard positions defined in NOP and actions to take in the event of glare
 |  |  |  | N.B. Lifesavers will need to move around the poolside to avoid glare, and be able to see the pool bottom. |
| Pool surround |  | * non slip floor surfaces.
* effective cleaning schedules & inspections.
* checked on a daily basis by the caretaker/site manager. (records of checks) maintained
* the poolside should be washed down every night to clear any residual chlorine from the tiles to ensure the longevity of the pool surround
 |  |  |  | N.B. If the pool surround is slippery, non-slip matting is available that can be laid over the existing tiles. |
| Insufficient lighting |  | * regular maintenance program in operation.
* if the bottom of the pool cannot be seen, then no-one is allowed to swim
 |  |  |  |  |
| EnvironmentI.e. humidity / temperature |  | * air handling systems in place
* humidity and temperature checks taken on daily basis
* suitable and sufficient lighting
 |  |  |  | N.B. That change in weather will result a change in the environment of an indoor pool as well as outdoor pool. |
| Pool inlets and outlets |  | * inlets and outlets of the pool circulation system should have suitable covers to prevent limbs and fingers getting trapped
* undue suction should not be created which could result in a body being held against a grille
* there should be no exposed sharp edges
 |  |  |  | N.B. Check size of apertures for existing pools, they should not exceed 8mm BS EN 15288–1 Swimming poolsPart 1: Safety requirements for design and BS EN 15288–2 Swimmingpools Part 2: Safety requirements for operation. |
| Pool access ladders |  | * regular inspections of the steps to ensure that there are no sharp edges or damaged steps
* inspections are recorded and findings passed on to the appropriate person
 |  |  |  |  |
| Disabled access |  | * poolside hoist available and in operation
* regular servicing carried out by reputable contractor
* inspections are recorded
* staff trained in the operation of the hoist
 |  |  |  | N.B. Where moving or handling operations are in place please complete the relevant manual handling risk assessment. Further staff training in the use of the hoist may also be required. |
| Unauthorised access |  | * pool secured when not in use
* fencing is in good condition and locks are fit for purpose
* caretaker checks pool area as part of opening and closing procedures
* NOP and EAP in operation
 |  |  |  | N.B. Pool covers should be used during holidays and winter. |
| Water quality |  | * competent / trained staff.
* effective water quality control in place
* pool water tests including chemical levels, clarity and temperature are performed every? \_\_\_\_ hours
* schedule for routine planned maintenance is in place
* reactive maintenance schedule is ongoing
* specialist contractors brought in for regular service of pool water treatment plant and equipment. NOP and EAP in place
 |  |  |  | For additional information please acquire the PWTAG (Pool water treatment advisory group) Code of Practice and Swimming Pool Water. The PWTAG Code of Practice provides pool operators with a structured plan for the technical operation of their pool.N.B. Manual dosing systems tested every 2 hours. Automated systems to be checked at least 3 times a day. |
| Deep water / shallow water supervision |  | * competent & trained staff
* if water depth exceeds 1.2m the National Pool Lifeguard Qualification is required
* water depth signs around the pool
* shallow area segregated where necessary from deep water by use of lane rope / boom
* further guidance regarding supervision competencies on Kelsi
 |  |  |  | N.B. Where changing rooms lead directly on to poolside (especially to deep water) it is recommended that there is a physical barrier to stop children from gaining unauthorised access to the pool i.e. balustrading. |
| Diving / jumping |  | * the minimum depth of water where shallow diving can be allowed is 1.5m
* clear warning signs should be visible around the pool to advise swimmers of water depth, safe diving areas and general diving rules.
* normal operating procedure and emergency action plan also in operation
 |  |  |  | N.B. Where diving platforms are in use, they should meet the FINA regulations. |
| Level and quality of supervision for programmed sessionsI.e. risk of drowning |  | * competent / trained staff
* induction / ongoing staff training
* staffing ratios in accordance with ASA and HSE Managing H&S in swimming pools guidance
* defined in the NOP
* EAP in place
 |  |  |  | N.B. Please see KCC heath and safety policy Safe practice in school swimming and water safety |
| Level and quality of supervision for unprogrammed sessionsI.e. risk of drowning |  | * for un-programmed swimming sessions staff must be trained to the National Pool Lifeguard Qualification (NPLQ)
* bather loads are imposed as per managing safety in swimming pools and not to be exceeded
* induction and ongoing staff training. Staffing ratios in line with the managing H&S in swimming pools
* NOP procedure and EAP in place
* guidance taken from the KCC health and safety policy for swimming and water safety
 |  |  |  | N.B. Please see the HSE document managing safety in swimming pools (HSG179) for a table regarding bather loads dependant on the size of the pool  |
| Swimmers with addittional needs |  | * for participants who require specialist help or prefer segregation a range of provision may be both possible and preferable.
* their participation may be fully integrated and supported through a specialist disabled session
* these specific needs can be determined through direct consultation with the individual or parent, their swimming background and observation on how the disability affects their swimming style
 |  |  |  | N.B. An individual risk assessment should be undertaken for each individual to ensure that safety measure and are in place and risks are controlled. |
| Swimmers with known medical needs |  | * written parental consent must be obtained before pupils can take part.
* pupils must be supervised carefully and by a responsible adult This may require additional staff to aid in supervision
 |  |  |  | N.B. Pupils/users with epilepsy require careful observation, as shimmering water or flickering lights may trigger a seizure. |
| Missing children |  | * a register & headcount should be recorded prior to, during and after the swimming session to ensure all children are accounted for
* a buddy system could be considered so that each child has a buddy
 |  |  |  | N.B. This is a higher risk if you are swimming off site.Some may wish to perform a headcount during the swimming sessions. |
| DBS (disclosure & barring service) checks / child protection |  | * all teachers have enhanced DBS checks
* any coaches or teachers being employed from outside of the school should be subject to DBS checks prior to commencing any work with the children
* volunteers that help out swimming session and who have unsupervised access to the learners are required by the school to have an up to date DBS check
 |  |  |  |  |
| First aid provision |  | * adequate levels of trained first aiders on site
* when administering first aid staff where possible to wear PPE
* a fully stocked 1st aid kit is easily accessible
* face shields should be available on request from staff for resuscitation
* communication network in place
* NOP and EAP in operation
 |  |  |  | N.B. only staff that have received training in the correct use of a face shield should use it. |
| Rescue equipment |  | * suitable and sufficient rescue equipment is available including:

*Throw bag Reach pole Torpedo buoy Blankets* * staff are trained and competent in the use of the rescue equipment
 |  |  |  | N.B. spinal board may be required where staff have received the NPLQ due to the depth and/or nature of the pool.  |
| Pool equipment |  | * goggles, floats and other equipment should be in a good condition
* equipment needs to be checked prior to lessons commencing. Any children misusing equipment will be disciplined accordingly.
* the equipment should be stored in a safe and dry location
 |  |  |  | N.B. it is worth noting that to prolong the life of perishable items i.e. floats, a periodic cleaning of equipment with fresh water is good practice. |
| Pool covers(covering the pool) |  | * minimum of 2-person operation
* ensure the pool cover is pulled tight allowing no water to get on top to reduce the chance of it sinking and ensure it covers the whole pool
 |  |  |  | N.B. it is all suggested that laced non-slip training shoes be worn for this task.Safe working practice should be introduced, and manual handling assessment undertaken. |
| Pool covers(removing the cover) |  | * minimum 2-person operation
* slowly pull the cover off and whilst doing so, fold in a concertina fashion
* push all air out of fold, wipe down and dry as far as possible
* when the cover has been removed, roll it up and move to storage area immediatel
 |  |  |  | N.B. it is all suggested that laced non-slip training shoes be worn for this task.Safe working practices should be introduced, and manual handling assessments undertaken. |
| Goggles / masks |  | * these should not be worn unless in exceptional circumstances
* any goggles used should be made of unbreakable plastic or rubber
* pupils should be taught to remove them by slipping them off their head, rather than by stretching the retaining band
 |  |  |  | N.B. flippers, snorkels etc. are not allowed in the majority of pools unless being used by a swimming club. |
| Changing facilities |  | * each school will need to assess the risk for the own sites with regards to the following: - showers and other washing facilities, seating, floors, equipment i.e. hairdryers and toilets
* separate changing facilities for girls and boys
* accessible changing facilities
 |  |  |  | N.B. where possible the temperature should be maintained at 24c and have 10 air changes per hour (discuss). |
| Hygiene |  | * pupils should be encouraged to perform the recommended hygiene procedures before entering the water
 |  |  |  | CIMSPA (Chartered Institute for the Management of Sport and Physical Activity) have posters that can be purchased regarding pool hygiene. |
| Clubs / private hire / lettings |  | * hirers must provide minimum of £5million cover for public liability
* the hirer must produce a risk assessment of detailing the activities being undertaken
* the hirer must provide adequate lifeguard and 1st aid cover
* the hirer must sign contract of letting
* school to provide the hirer with copies of NOP and EAP
* site manager to ensure that water quality is maintained to the required standard
* hirers must adhere to instructions they receive from the school
* any specialist equipment i.e. scuba diving needs to be risk assessed separately and lifeguards must have appropriate qualification to perform a rescue
* coaches taking sessions must provide evidence of qualifications
* supervision ratios for programmed and unprogrammed sessions apply to private lettings
 |  |  |  | NPLQ does not include recovering casualties with breathing apparatus i.e. scuba divers. |
| Any other hazards identified not listed above? |  |  |  |  |  | Every pool can present different risks to users so it is important to list anything that may not have been covered in the above suggestions.  |

Review date ……………………………………………………….

Signed by ………………………………………………………….

Job title ……………………………………………………………