



# Rossall

INSPIRING EXCELLENCE

## SWIMMING POOL POLICY

<b>SLT Lead:</b>	Bursar (ELS)	<b>Date Reviewed:</b>	03/22
<b>Circulation:</b>	SLT and All Staff	<b>Next Review:</b>	03/24

## **ROSSALL SCHOOL**

### **Swimming Pool Policy**

Rossall School believes strongly that all children should learn to swim as soon as possible. It is fortunate in having its own indoor heated swimming pool and is therefore able to arrange class swimming lessons for all of its pupils from Reception. Our aim is for all children to be confident swimmers by Year 11.[1] There is an opportunity for Sixth Form pupils to qualify as Lifeguards.

#### **Safety**

Safety is of paramount importance. The swimming pool is always kept locked and pupils are not allowed to swim without staff supervision. A Lifeguard is always present in addition to a Teacher.

#### **Role of the Director of Sport & Pool Manager**

The Director of Sport and Pool Manager are responsible for applying the swimming pool safety policy and procedures at the school. These duties comprise:

the proper operation of the facility.

- Monitoring, recording and reviewing risk assessments.
- Recording and reviewing pool safety operations – both the Normal Operating Procedures (NOP) AND Emergency Action Plan (EAP).
- Monitoring and recording staff training and records of staff qualifications in First Aid and Lifeguarding.
- Swimming pool related communications with staff.
- Conditions of pool use by school staff and pupils. Ensuring that pupils follow instructions at all times and behave responsibly.
- Conditions of pool hire (and available times).

They are a member of the school's Health and Safety Committee[2] [3] , which is the forum at which the NOP, the EAP and risk assessments are discussed and reviewed. The NOP and EAP are available on the Common Room Intranet. Copies are always given to all external groups and schools that use or hire our pool.

#### **Responsibilities of the Bursar**

As Chairman of the Health and Safety Committee, the Bursar works closely with the Director of Sport, Pool Manager and Health and Safety Manager in maintaining pool safety.

They are responsible for ensuring that:

- The physical security of the swimming pool is maintained so as to prevent unauthorised access by pupils or others at times when it is unoccupied.
- Ensuring the recommended life-saving equipment is maintained in a satisfactory condition.

- Ensuring that there is an emergency telephone available. This phone is located in the office.
- The water quality is maintained in a safe and hygienic condition. To this end, the water is tested and monitored daily with enhanced testing done weekly.
- Pool chlorine levels are checked at regular intervals throughout the day in line with PWTAG guidelines.
- The pool plant operates safely and effectively and is regularly maintained and serviced.
- The facility is regularly cleaned and appropriately maintained.
- Appropriate hire and insurance arrangements are made with all outside users, in accordance with the times of use identified by the Director of Sport and Pool Manager.
- The pool is always closed if the water quality or chlorine sample causes concern. It is not re-opened until it is satisfactory.
- Depth markings are clearly visible, together with safety signs that prohibit running and diving.

### **Leisure use of the Pool**

Members of staff may use the school's pool when a session is programmed by the Director of Sport or Pool Manager on condition that they undertake to follow the NOP and, in particular, undertake not to swim on their own.

### **Hire Arrangements**

Rossall School hires the swimming pool regularly to a number of other schools, local community groups etc. Hire is conditional upon the acceptance of an undertaking to conform to the school's NOP and EAP, to provide Lifeguards and supervision in conformity with the school's own policies and to provide evidence of insurance, qualifications, other documents required for the contract agreement and to pay any hire charges.

### **Insurance**

Rossall School has both Public Liability and Employer's Liability Insurance, which covers the normal use of the pool by the school, including programmed leisure use by staff.

### **First Aid**

A member of staff who is qualified in First Aid is always present when pupils use the pool. First Aid boxes are located outside the office. They are checked and renewed regularly by the School Nurse.

### **Risk Assessment**

Risk assessments are completed and reviewed regularly by the Pool Manager. Risk assessments are shared with the wider school on the risk assessment central drive.

### **Related Policies**

Safeguarding Policy  
Health and Safety Policy