



# SWIMMING POOL SAFETY POLICY

V.2017.1

## INFORMATION AND OPERATING PROCEDURES SWIMMING POOL SAFETY POLICY

It is the aim of the policy to ensure that all necessary measures are taken to provide safe bathing for those using Swiss Farm's swimming pool. In pursuit of this aim, the following procedures will be carried out.

Swiss Farm Touring and Camping  
SWIMMING POOL REGULATIONS, INFORMATION AND  
OPERATING PROCEDURES

Normal Operating Procedures

### General Park Organisation

Maintenance of the pool is the responsibility of the ground staff and the chlorine levels, Ph and temperature should be monitored at least three times daily. They, in consultation with other staff members, will decide whether the pool allows use.

The partners have overall responsibility for the health and safety conditions assisted by the grounds staff.

### Safety Information:

**a) First Aid:**

The First Aid supplies are kept in the Cafe, Reception and pump room.

(Please report any shortages to the reception manager so that stocks can be replenished).

**b) Telephone:**

A phone is available in the cafe and 999 can be dialed in case of emergency.

**c) Obtaining Help**

If a non-swimmer is available, he/she should be briefed to assist with phone calls or to take other action in an emergency.

**d) Duty Staff:**

Must know the Emergency action plan (*see later*).

Ensure that an adequate variety and amount of rescue equipment is in the pool before starting each session.

Ensure that the safety equipment is positioned at intervals along the pool surround.

Ensure that the equipment does not obstruct the pool surround, thus preventing accidents.

In the event of lack of water clarity, the pool should not be used and the duty manager should be notified.

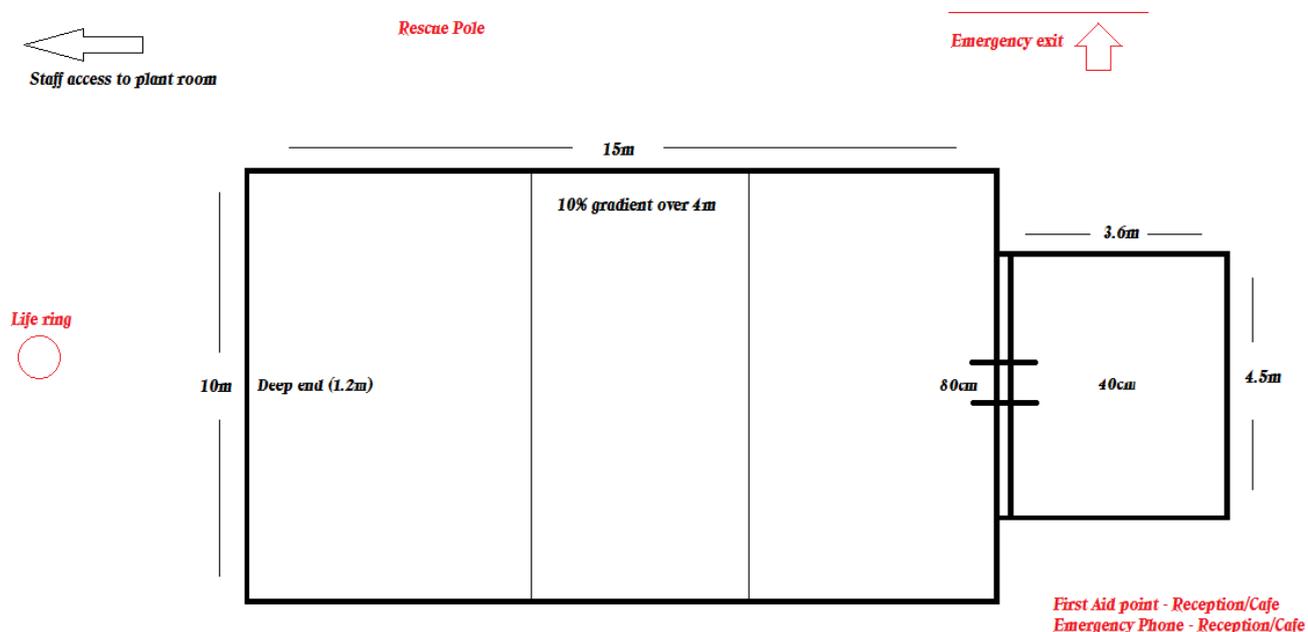
***The pool manager must ensure a risk assessment of significant hazards and identify appropriate control measures are carried out to include:***

Potential risk

- Pool design, structures and features, including access to the pool
- Age, number and behaviour of bathers, users particularly at risk

- Hazards associated with each session type taking place in the pool
- Hazards to staff who are operating the pool
- Inadequate or inappropriate supervision
- Prior health problems (e.g. heart trouble, impaired hearing or sight, epilepsy)
- Alcohol or food before swimming
- Youth and inexperience (half of those who drown are under the age of 15)
- Weak or non-swimmers straying out of their depth
- Unauthorised access to pools intended to be out of use
- Diving into insufficient depth of water (leading to head or spine injury)
- Unruly behaviour and misuse of equipment
- Unclear pool water, preventing casualties from being seen

## Pool Plan



Pool Dimensions	
Length	15m and 3.6m (small pool)
Width	10m and 4.5 (small pool)
Shallowest Depth	40cm
Deepest depth	120cm
Surface water area	166.2m <sup>2</sup>
Ideal Temperature	25-26 degrees

### Bather Loads:

At no time should the number of people in the water exceed 55 bathers.

Ticket sales should be restricted to 100 per session. Observation has established that

Approximately half the number of ticket holders tend to use the water at the same time. We consider it safe to sell up to 100 tickets per session as a result of this.

At no time may any children under 16 be allowed to use the pool without adult supervision (parental/ guardian or responsible person over 18)

The gates to the pool must be locked at all times when the pool is not in use.

The duty manager is responsible for this being carried out after each session has finished.

At no time should there ever be less than three people in the pool area one of which must be a responsible adult.

**THIS ALSO APPLIES TO ADULT SESSIONS.**

## **Supervision and ratios:**

All children under 16 years old must be supervised at all times in the pool area competent swimmer over 18yrs.

### *Under 4 years:*

One Adult: one child with or without armbands.

One Adult: Two Children with armbands.

### *4-7 Years:*

One Adult: Two children with or without armbands.

### *Mixed Ages:*

One under 4 and one 4-7 year old can swim with one adult if both are in armbands or the older child holds the ISRM award.

One under 4 and two 4-7 year olds can swim with one adult if all are in armbands or both older children holds the ISRM award.

### **Notes:**

- An adult must be a responsible person, who is at least 18 years of age.
- Non-swimmers wearing armbands or buoyancy jackets must remain in the shallow end, less than 1.2m deep.
- Under 4 year olds are aged 0-3 years.
- These ratios apply to the Designated Safe Area (DSA) of the pool. The DSA is deemed to be shallow water less than 1.2 m in depth. This represents the whole pool.
- A lifeguard is not considered necessary, as all the following conditions have been met:
  - The pool is less than 1.5m (4'9") deep;
  - The pool water area is smaller than 170m<sup>2</sup>;
  - Children (under 16 years of age) do not use the pool without adult supervision (over 18yrs);
  - No diving is permitted;
  - No particularly risky equipment is provided;
  - There are no abrupt changes in depth;
  - Crowded conditions will not occur;
  - Food or alcohol is not available to pool users;

- Users are made fully aware of the pool rules, and the need to be responsible for their own safety. Only residents of the park and members are permitted access.

**Potential Risk Factors:**

1. Pool cover is an obstruction at end of pool.
2. There is no lifeguard in attendance at any time.
3. Poor weather conditions ie. Lightening and heavy rain (the latter causing lack of pool clarity)

**Other Important Points:**

All swimmers must be made aware of the following rules:

## Swimming pool rules:

- No diving
- No running or jumping
- No fighting, pushing or throwing bathers
- No bombing, ducking
- No rough play
- No inappropriate language or behaviour
- No throwing of objects (balls, rockets etc.)
- No unsupervised children under the age of 16
- No lone swimming – A minimum of 3 people must be in the pool area at all times when there is a person swimming.
- No Smoking in the pool area
- No alcoholic drinks in the pool area
- No food in the pool area
- No glass in the pool area
- No loose jewellery should be worn
- No face masks or snorkels to be worn
- No diving bricks to be used
- T-shirts are not allowed whilst swimming.
- No flippers to be worn
- Customers must not enter the pool with any infectious diseases or skin complaints.
- No excessive underwater swimming or hyperventilation (continuous lengths underwater):
  - 'hyperventilation' does not in fact increase oxygen but instead reduces carbon dioxide which would otherwise stimulate breathing.
  - This can cause bathers trying to swim distances underwater to lose consciousness without warning

## **Emergency operating procedures**

**The actions to be taken in the event of an emergency:**

Contact a manager and member of the ground staff.

**Evacuation Procedure:**

1. Long blasts on the whistle and/or activating the poolside alarm are the signal for swimmers to vacate the pool
2. Swimmers are instructed to line up by the exit gate in an orderly manner.
3. Swimmers are led out of the pool area and escorted to the café garden adjacent to the pool.

**LACK OF WATER CLARITY/POOR VISIBILITY**

Pool not to be used.

## **Faecal incidents**

### **Solid Faeces**

1. Evacuate the pool, following the evacuation procedure.
  2. Remove the stool immediately using a scoop or fine mesh net and flush down the toilet.
  3. If there is any doubt whether all faeces has been removed then the procedures for dealing with runny faeces must be carried out (see below)
  4. All equipment that has been used in this process should be disinfected using 1% solution of hypochlorite.
  5. Water tests should be carried out to establish that chlorine and Ph levels are correct
  6. Re open the pool after a minimum of 2 hours.
- Faeces that is smeared on tiling or other surfaces in contact with the pool should be cleaned off and the surface disinfected with 1% hypochlorite. The procedures described below for runny faeces should then be followed.

### **Runny Faeces**

## **Runny faeces**

1. Close the pool (20-24 hours)
2. Hold the disinfectant residual at 2.0 mg/l free chlorine and the pH value at the bottom of its range (eg pH 7.2-7.4).
3. Ensure that the coagulant dose is at least 0.1 mg/l (as aluminium)
4. Filter for six turnover cycles (9 Hours)
5. Monitor disinfection residuals throughout this period
6. Vacuum and sweep the pool.
7. Make sure the pool treatment plant is operating as it should (filters, circulation, disinfection)
8. After six turnovers, backwash the filters.
9. Allow the filter media to settle by running water to drain for a few minutes before reconnecting the filter to the pool.
10. Circulate the water for 9 hours. This will remove any oocyst contamination of the pool caused by imperfect backwashing. It is optional, depending on the pool operator's confidence in backwashing procedures. It is certainly necessary if the filter does not have a drain facility.
11. Check disinfection levels and pH. If they are satisfactory re-open the pool.

### **Blood, Small amount of (within the pool)**

Clear the immediate area while the blood disperses. There should be no risk from infection if the chlorine levels are correct.

### **Blood, Significant quantity of (within the pool)**

Clear the pool to allow the blood to disperse.

Check that the Chlorine and Ph levels are within recommended range.

Bathing can then be resumed.

### **Blood spillages (poolside)**

Using disposable latex gloves, cover the blood with paper towels, gently flood with disinfectant and leave for at least 2 minute before it is cleared away. On the pool side, the affected area can then be washed with water and detergent and allow to dry.

**Vomit (Within the pool)** – this should be treated in the same way as blood (see above) in most cases. Where there is solid material, this should be removed. The pool should be cleared for a minimum of 30 minutes.

### **Vomit (Poolside)**

See details for blood (poolside procedure)

### **SERIOUS INJURY TO SWIMMER**

1. One long blast of whistle, swimmers instructed to get out and move away from the edge of the pool.
2. One swimmer or available adult to phone Emergency services (**999**) depending on the injury or situation.
3. Another swimmer or available adult is instructed to send any adult on hand into the pool area and then go and find the duty manager and ask for His/her assistance.  
Any available first aider to perform first aid until the emergency services can take over.

### **DISCOVERY OF CASUALTY IN WATER**

Any available person to offer assistance so long as this does not endanger his or her life.  
Any available person should call (**999**) from one of the main buildings telephones and inform a member of staff of their actions so that the ambulance can be given access to the area.

## **Serious injury to a swimmer**

- All head injuries are to be treated as serious injuries, delayed compression injury may lead to unconsciousness

### **Head Injuries**

An ambulance should be called by the most senior person on shift  
Under no circumstances should the casualty be permitted to return to the pool even if they appear well.

Any casualty who has needed assistance from the water may have inhaled a small amount of water placing them at risk from secondary drowning for up to 72 hours after the incident

### **Secondary Drowning**

It is impossible for pool staff to assess whether a casualty is likely to suffer from this potentially fatal condition and therefore all such casualties must be transferred to hospital immediately

As much assistance as possible should be given to the casualty and persons accompanying them. This may include use of the telephone and assistance with looking after children

Staff have the responsibility to treat casualties prior to the arrival of an ambulance crew arriving

The ambulance crew have full responsibility to transport unaccompanied children to hospital and it should not be necessary for a member of staff to accompany the casualty in the ambulance.

## **Aquatic Spinal Cord Injury Management (SCIM)**

The serious consequences of damage to the central nervous system means that careful handling, lifting and moving are crucial when dealing with spinal injuries.

Incident management priorities:

1. save a life – airway, breathing, circulation (ABC)
2. stabilise the casualty's head
3. maintain their horizontal position

In the event of a suspected spinal cord injury, all activities must be stopped immediately and the pool cleared

- Casualties who have been immobilised in the water are likely to suffer from onset of hypothermia; injuries to the cervical spine frequently lead to a failure of the body's temperature regulation system which will speed up this onset  
Aftercare

- Once on the poolside casualties with spinal injury should be wrapped in dry, heat retaining material / space blanket to prevent heat loss

- Unnecessary movement should be avoided; there is no need to recover a casualty to a first aid room unless the poolside presents further risk.

**General Points:**

Duty Manager must try to:

- **Remain calm at all times**
- **If possible, perform any rescue from the poolside.**
- **Ensure that help is sent for immediately.**

The pool must be left in a tidy state after each session.

All equipment must be taken out of the water and returned to the proper place.