



Bath Dolphin SC

Risk Assessment Training Sessions



Version Date: Mar 2023

Review Date: Mar 2024

Potential Hazard	Who is at risk?	Existing Control Measures	Risk Rating	Preventative Measures	Responsible Person	Action Required/By when?
Safeguarding issues	Swimmers, Coaching staff, helpers	All coaches attend official safeguarding course as and when required by the Club. All club poolside staff, including helpers, have current DBS clearance.	Medium	Coaches are aware of the signs of child abuse and know the action to be taken in the event of an occurrence. Club Welfare Officer ensures that all club poolside staff have extant DBS clearance.	Club Management Committee.	All DBS checks are extant. Ongoing.
Safeguarding incident reporting	Swimmers Coaching staff Helpers	All coaching staff and adult volunteers to carry hard copies of club internal incident reporting form. Incidents that have been reported will be recorded on a spreadsheet that is kept securely on the club welfares email system with action taken and outcomes recorded.	Medium	Club safeguarding and welfare officers make visits to all squads three times a year to ensure swimmers, coaches and volunteers know who they are (as club welfare and safeguarding officers) and how to raise concerns by using the incident forms and by raising concerns via the club welfare email address.	Club welfare and safeguarding officers. Club Management Committee Club Chair	Policy reviewed annually Ongoing
Lack of adequate supervision prior to and post training session.	Swimmers	Club informs all parents/guardians (in writing) of their responsibility for the safety of their charges prior to, and post, each training session, including whilst in changing rooms. This is to include ensuring phones are not used in changing rooms.	Medium	Supervising coach attends poolside at least 10 min. before session start to supervise swimmers entering pool facility. Swimmers and parents/carers understand that any young people found to have phones in a changing room will have them taken and	Supervising coach	None



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				given to the appropriate adult as soon as possible.		
Injury from pool facility, e.g. broken tiles, pool furniture, etc.	Swimmers and coaching staff	Supervising coach conducts an “eyeball” of pool facility prior to session start.	Medium	Any hazard identified to be reported to facility Duty Manager and to Club H&S Officer.	Supervising coach	None
Inadequate pool facility - Kingswood Pool	Swimmers, coaching staff, spectators	Supervising coach (or allotted representative) conducts a “prior to session” assessment of the pool facility prior to session start (including changing rooms, spectator area, water quality [visual] and water/ambient temperature).	Medium	Supervising coach cancels session if pool facility is not adequate. Any hazard/ adverse condition is notified to the school maintenance manager at the earliest opportunity.	Supervising coach	None
Pre session poolside injury, e.g. slips and trips	Swimmers	Ensure compliance with Club NOP. A Teacher/Coach attends poolside at least 10 min. before session start to supervise swimmers. All swimmers are made aware of poolside safety procedure, e.g. no running.	Medium	Swimmers to remain on poolside until allotted session start time. Swimmers are to properly behave whilst waiting for session to start.	Supervising coach	None
Injury from swimmers equipment	Swimmers, coaching staff, facility staff,	All swimmers are advised of need to leave equipment bags so that access to poolside is not impeded.	High	Swimmers to deposit kit bags such that access to poolside is not blocked. During poolside activities, e.g. diving, all equipment to be	Coach	None



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	public			moved away from pool edge.		
New swimmers	Swimmers	All new swimmers are assessed by lead coach and allotted a group pertaining to their ability. All new swimmers are given a safety brief.	Low	All new swimmers are supervised by an experienced coach.	Supervising coach	None
Injury from training session	Swimmers	Swimmers are given instruction on pool/ lane discipline and etiquette. Coaches have details of any medical conditions or special needs for swimmers in their charge.	Low	Coach has up to date list of any medical conditions or special needs for the swimmers in their charge.	Coach	None
Head first entries	Swimmers	Ensure compliance with Club NOP. Swimmers working towards the ASA Competitive Start Award are closely supervised and monitored on a regular basis.	Medium	Swimmers new to head first entries are given a safety brief.	Coach	None
Safeguarding: mixed age training sessions	Swimmers	Sessions take place in a public pool with public access to all areas, including changing rooms. Sessions are monitored by both coaches and life guards.	Low	Coaches are aware of the signs of child abuse and know the action to be taken in the event of an occurrence.	Coach at sessions / Management Committee for ensuring coaches are trained.	Ongoing.

Note: This risk assessment is to be treated as a live document, therefore the document will require periodic review. Every endeavor is to be made to ensure that the risks identified in this risk assessment are assessed in line with the 'ALARP' (As Low As Reasonably Practicable) principle.