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| **RISK ASSESSMENT:** |
| **Learn to Swim Lessons** |
| **Reviewed: June 2020** |

The Risk Assessment has been amended in June 2020 in order to incorporate important measures that will allow HSC to return to training in a safe environment, following the COVID-19 pandemic. The Club intend to resume training in July 2020. These measures are detailed in the HSC Return to Training Action Plan (July 2020) and follow Government and Swim England advice on how swimming clubs should operate at such time. The primary focus of the measures is to ensure social distancing and minimise transmission through appropriate hygiene measures. The Club will enforce the rules and codes of conduct that are outlined in its Action Plan, and have updated its Risk Assessment as follows:

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| Name of Club: | HAILSHAM SWIMMING CLUB | | | | |
| Date risk assessment carried out: | June 2020 | Person: | V.Ring HSC | Review date: | 31 August 2020 |

**PLEASE NOTE: The General Risk Assessment for Swimming at any facility applies in combination with this Risk Assessment**

| **Potential**  **Hazard** | **Who is at risk?** | **Existing Control**  **Measures** | **Risk**  **Rating** | **Preventative**  **Measures** | **Responsibilities** |
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| Chemical imbalance  (Need to maintain chlorine level above and below a nationally prescribed standard) | Swimmers/  Poolside personnel | * Trained Sports Centre staff take daily samples to test alkaline/chlorine levels * Head Coach and senior coaches trained to take appropriate samples for morning training, and at other times as required | Medium | * Use of electronic automatic chemical dosage pump for water additives * Effective communication with Estates Team at Sports Centre staff at Bedes School regarding the prescribed standards | * Bede’s trained staff, some of whom are also HSC teachers and Head Coach * Bedes staff and HSC Head Coach and senior staff to follow national guidelines in relation to COVID-19 legislation on pool use |
| Compliance with Normal Operating Procedures & EAP at all pools  (These operating procedures have been temporarily amended to reflect social distancing measures required for the use of the swimming pool, as outlined in the HSC Return to Training Action Plan) | All participants | * Usual pool prohibitions – no running, blocking exits with bags etc * All appropriate measures as outlined in the HSC return to Training Action Plan, including, but not limited to: * Enforcing social distancing at all times (more than 2m apart) * No parents attending training * Bags and kit stored in allocated spaces * Formal lane etiquette as stated * One way system, move in a clockwise direction only around the poolside (swimmers and staff) | Medium | * Awareness of general rules at the venue; * Support Pool Staff in enforcement; * All Members to sign an amended code of conduct that they are aware of the HSC Return to Training Action Plan and abide by the enforced rules and regulations * Joint up approach to enforcement * Committee Member to be in attendance at all sessions to enforce rules and monitor implementation of the Action Plan * Sinking toys to be used to mark the location where each learn to swim swimmer is to stand in the pool. * Learn to swim swimmers to arrive on poolside in hat and goggles to reduce the risk of physical contact. * For social distancing to be maintained for the Learn to swim swimmers, staggered return of classes. Classes where the teachers do not need to be in the pool should be the first to recommence. * Modify lesson plans for Learn to Swim swimmers to ensure swimmers are not blowing out towards or blowing bubbles near other swimmers and in breathing exercises ask swimmers to turn to the side away from other swimmers. * Parents of Learn to swim swimmers will need to pick up their children from a designated area keeping 2 meters apart. * Feedback to parents of Learn to swim swimmers to be via email. There should be no interaction between swimming parent and teacher. | * All Club Poolside personnel in consultation with Lifeguards & Pool Staff * NOP/EAP to be amended by Bedes School as the facility provider * All Swimming Club Members to abide by the amended Code of Conduct which signposts the HSC Return to Training Action Plan * Committee Members rota for attendance at sessions for enforcement and monitoring purposes |
| Lane rope deployment  (As a temporary measure the lanes ropes should remain in the set position in the pool for the short term, to minimise need to move them/contact) | Club poolside personnel | * Care taken to unroll ropes from reels. * Only designated coaching staff to move lane ropes * Temporary measure to keep lane ropes in position (to avoid contact and need to move them) * Regularly check the standard/quality of the lanes ropes (wear and tear) | Low | * Awareness of safe methods through training. * Keep lane ropes in position as much as possible during the period of social distancing * Make sure for safety lane ropes are put back on the roller and not loose on poolside | * All Club Poolside personnel * All Bedes Sports Centre Staff |
| Ensure safety of warm-up & safety during sessions  (as amended by HSC Return to Training Action Plan protocols) | Swimmers | * No diving; control safe numbers per lane (maximum number as stated in Action Plan ; backstroke flags in place etc * Session controlled by Coaching Staff * Coaches to have undertaken on-line COVID-19 training course * All appropriate measures outlined in the HSC Return to Training Action Plan | Medium | * Strictly enforce no diving policy, except in designated sprint lanes; * Awareness of water depths, height of starting blocks – any other potential hazards; * Check which team members are safe & confident about diving in – given the conditions. | * All Club Poolside personnel & staff * Committee Members rota for attendance at sessions for enforcement and monitoring purposes |
| Ensure sessions run at HSC pool are supervised by lifeguard | All participants | * HSC teachers/coaches can see lifeguard. * Head Coach and Head of Hornet also lifeguard trained for morning sessions * Designated lifeguard to observe social distancing measures unless sever and need to make contact * PPE to be provided so lifeguard can use it is needed * Lifeguard to undertake normal supervision practices: counting swimmers, looking for hazards, moving around every 15 mins (but maintaining social distancing), whilst maintaining prominent position in the lifeguard chair | Low | * If not lifeguard not present, contact Duty Manager immediately * No session to run without designated lifeguard * PPE to be used by lifeguard if they cannot social distance (provided by HSC) * Lifeguard training to be attended by all relevant staff * Social distancing observed by all staff and lifeguards when moving about poolside * Detailed emergency plan to be put in place for dealing with fluids, sickness and blood. Staff must be trained on procedure and PPE should be worn. | * All Club Poolside personnel * Qualified lifeguard staff must maintain their appropriate training |
| Check clarity of pool water and at correct level | Swimmers | * Visual inspection by Lead Teacher/Coach before swimmers enter the pool * Ensure swimmers can see the walls when returning to prevent * Ensure pool has opportunity to settle after it has been treated with chemicals * Lifeguard also to inspect the quality of the water as an initial safety hazard | Low | * Pools maintained by Estates team and the Club are informed of any problems * Ensure check by lifeguard and senior coaching staff before swimmers enter the water | * All Club Poolside personnel * Bedes School Estates team and sports centre staff |
| Ensure changing rooms and general facility is clean and safe to use | All participants | * Changing rooms are out of bounds for all unless a user needs to sue the toilet. * Changing room door will be open to remove needing to touch the door * Sanitise hands before entering the facility * Sanitise the toilet seat after use * Normal cleaning of hands after using the toilets * Minimise touching anything unless absolutely necessary * Usual pool checks by cleaning staff (requirement for deep clean of the whole facility every day) | Medium | * Report any issues to pool staff or Club Secretary for School pools * Bedes School to provide sanitising equipment, with the Club also having a spare supply if it is needed | * All Club Poolside personnel * Bedes Sports Centre staff * No adult who is not DBS’d by the Club is allowed to enter the changing rooms under any circumstances |
| Ensure equipment is appropriate for all pool users | All participants | * Revised protocol: all swimmers to use only their own swimming equipment for health and safety reasons, therefore no sharing under any circumstances * If equipment is to be borrowed then this is taken at the first session, maintained and looked after by the appropriate individual * Kit should be cleaned by all users after each session so that it is safe for use in the next session * No additional kit will be used in the short term unless this is cleaned/sanitised by a member of staff | Medium | * Enforce no sharing of equipment * Coaching staff to ensure equipment being used is appropriate for the user (eg hand paddles for younger swimmers) * Learn to swim swimmers if possible to bring their own equipment. Teachers to direct parents to websites where this can be obtained. | * All coaching staff * Members to sign revised code of conduct which signposts the rules regarding individual equipment in the HSC return to Training Action Plan |