



OXFORDSHIRE & NORTH BUCKINGHAMSHIRE COUNTIES ASA
Counties Championships and Age Group Competitions
RISK ASSESSMENT

1.0: Introduction

This document is designed to meet the needs of the swimming pool at Aqua Vale Leisure Centre, Aylesbury and Leys Pools & Leisure Centre, Oxford for competitions. All details here are in addition to the NOP of the pool and centres own risk assessment and are specific to the Oxfordshire & North Buckinghamshire Counties ASA Championships and Age Group Competitions and visiting clubs affiliated to the county. If additional COVID measures have been reintroduced, then the further COVID specific risk assessment will apply.

2.0 Pool Details

Both facilities are 8 lanes, 25m, competition pool with a moveable floor. For competition, the floor is set to 2m deep throughout. Both pools are equipped with fixed blocks, with moveable wedges. (At Aqua Vale, backstroke ledges are available.) At Aqua Vale, there is Ares Quantum electronic timing system, and at Leys, there is a Colorado electronic timing system. Both use Daktronics Start Box and have a full display screen situated at the start end of the pool. An additional strobe starting device is available for S15 swimmers.

3.0 Safety Announcement

- Officials' safety briefing will be given to all officials by the lead referee before the commencement of each competition session (gala).
- Swimmers and Spectator safety announcements will be given via public address prior to warm-up and the competition session proper. They will detail centre specific arrangements, pool depths, and dimensions, including height to starting platforms, Fire Evacuation arrangements, slips trips and fall hazards and photography guidance.



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4:0 Hazard Identification and Risk Assessment Form

Risk Assessment for: Oxfordshire & North Buckinghamshire Counties ASA Championships and Age Group Competitions

Types of Exercise to be Undertaken	Identified Hazard	Persons at Risk	Risk Significance			Action required	Date Action Taken
			Low	Med	High		
Pre-session	Car Park. • Movement of vehicles • Collision with vehicles	Swimmers, coaches, other authorised support staff, Parents, Guardians, and volunteers	X			Swimmers reminded to use caution when going to and from swimming pool via Car Park. (Parental control) • Use laid out walkways • Checked by centre management on regular basis	
	Mixing with the public on entry to building	Swimmers, coaches, other authorised support staff	X			Aqua Vale - Spin room to be used as a separate entrance/exit for all competition participants including swimmers & spectators Leys – Direct access through the centre main entrance/exit for swimmers/Officials to the changing village and through to the spectator's gallery for spectators and volunteers	
	Slips/trips/falls in poolside areas Broken tiles Sharp edges on blocks Unsecured blocks/ropes etc	Swimmers, coaches, other authorised support staff	X			Lighting checked by centre management on regular basis. Referee/starter to perform visual checks pre-competition and report any issues to	



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					centre – competition may be delayed until issues rectified.	
	Swimmers entering pool area unsupervised• Swimmers may enter or fall into water unsupervised. Risk of drowning for weak/novice swimmers	Swimmers		X	No Swimmers to enter poolside area before Coaches / Poolside Helpers and Swimmers to enter the water until centre Lifeguards are in position.	
	Water and air temperature	Swimmers, coaches, officials, spectators	X		Referee to check the temperature and clarity of the water and air temperature and quality with centre staff at the start of day before warm-up. Competition may be delayed if pool and surrounding are deemed unsafe by the referee.	
	Chemicals in the pool. Excess Chlorine in Pool) Breathing problems. Irritation of the eye.	Swimmers	X		Inspections by centre management on regular basis. <ul style="list-style-type: none"> Centre management to team with Lifesaving qualification. (Always available) Parents/Guardian and coaches to monitor Swimmer's behaviour. 	
	Use of communal changing areas	Swimmers	X		Swimmers to be mindful of the public using the changing facilities and to return to their club area quickly after changing. Swimmers should make use of the lockers to store large bags but, these MUST be locked, The Counties ASA is not responsible for the loss of or damage to the personal belonging of swimmers, spectators, volunteers, and officials. Group changing facilities to be closed off.	
	Dry land warmups	Swimmers	X		Coaches from clubs are to supervise all dry land activities. They should be mindful of other individuals using the facilities. No skipping ropes or medicine balls to be used in the competition environment.	
	Cables from support equipment causing a trip hazard	Support staff	X		Support staff to be situated either at the AOE desk or in the control room, all	



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						cables to be appropriately situated and secured/taped in place where needed.	
	Swimmers/Coaches/Volunteers/Spectators displaying signs of COVID	All		X		<p>All participants and individuals attending to be reminded not to attend if they display signs of COVID-19.</p> <ul style="list-style-type: none"> A high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature). A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual). A loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal. <p>All participants and individuals attending are required to take a Lateral Flow Test on the day of competition before travelling to the venue.</p> <p>Note: All swimmers, coaches, officials, volunteers and spectators when permitted are required to wear face masks unless exempt.</p>	
During the session	Slips/trips/falls on poolside	Officials, swimmers, coaches	X			Officials to be vigilant of any hazards and remove if possible/report to the lead referee who will deem the appropriate action required.	
	Slips/trips/falls on transit to marshalling	Swimmers	X			<p>Inspections by centre management on regular basis.</p> <ul style="list-style-type: none"> Warning signs NO running. Signage for depths. Parents/Guardian and coaches to monitor swimmers' behaviour. NO equipment on pool edge. 	



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					<ul style="list-style-type: none"> • NO equipment blocking emergency • EXITS (Supervision by Coach) • Centre First Aider available always • Swimmers must wear suitable clothing and shoes to pass through to marshalling, any swimmers not wearing suitable shoes/clothes will not be permitted. Supervision will be provided to and through marshalling and at the final chairs, all supervisors who will be out of sight of the pool deck will hold CRB clearance. 	
	Ventilation	Swimmers, coaches, officials, spectators	X		Swimmers to be reminded not to sit or place belongings over any low-level air vents so as not to prevent air circulation. COVID -19 marshals will patrol the poolside to ensure this occurs.	
	Fire Exits become obstructed delaying evacuation in an emergency/fire	Swimmers, coaches, officials, spectators		X	Coaches / Poolside Volunteers / Officials to ensure that all emergency exits are always kept clear and free from obstruction during swim sessions.	
	Overcrowding of the deck areas	Swimmers, coaches, officials	X		<p>Clubs are asked to sit in a specified area so that participants are spaced around poolside.</p> <p>Swimmers are requested to bring drawstring/small bags only onto poolside – Large bags to remain in locked lockers</p> <p>Volunteers to enforce this.</p> <p>The 1500s, 800s, 400s and 1st & 2nd galas of each day of the main championships are closed to spectators, therefore team will be seated in the spectator gallery as well as on poolside.</p>	
	Swimmers/Coaches/Volunteers/Spectators displaying signs of COVID	All		X	Anyone (competitors, officials, volunteers, and spectators) displaying signs of COVID-19 during the meet will be asked to go home and encouraged to take a PCR test.	
	No backstroke flags in place. Backstroke	Swimmers	X		Referee to ensure both sets of backstroke flags are put in place at correct distance	



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	swimmers hitting head or hands hard on wall at turns or finishes.					(5m) from ends of pool and remain in place for the duration of the Gala.	
	Lack of and condition of Safety Equipment • Alarms. Poles. Ropes. Lifebuoys.	Swimmers	X			Safety Equipment evenly spread around the pool, and location signage. • Checked and tested by Centre management	
	Short term health issues. Muscle aches • Cramp • Colds/Flu. Asthma (long term) • Allergies	Swimmers		X		Parents/Guardian must advise the Coach of any short-term health issues. • Coach/Team Manager to decide if Swimmer can swim. • Medication should be available pool side if required. (Inhalers) in appropriate bags/containers • Parent/Guardian must remain pool side. • Member of centre management be advised (verbal) • A record of illnesses to be declared on entry and record held.	
	Child Protection CRB Checks	Swimmers	X			Any Team Managers/ coaches and their assistants to be CRB (DBS) checked before commencing activities. • Volunteers that help marshalling swimmers are required to have been CRB checked, unless marshalling poolside.	
End of the session	Massed exit through areas containing public	Swimmers, spectators, officials	X			Exit from centre to be made through Aqua Vale - Spin room to avoid the high traffic area as much as possible Leys – The centre foyer	



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Facility Specific Poolside Risks							
General centre identified risks in competition	Slips, Trips, Falls due to: <ul style="list-style-type: none"> Inadequate Lighting Wet/Slippery Floors Foreign Objects/Trip Hazards Broken/Chipped Flooring Inappropriate Behaviour Accident 	Swimmers, Coaches, Poolside Assistants, Officials	X			Centre Management to appropriately inspect poolside and keep clean and clear.	Daily
						Signs used by Centre Management where appropriate to warn of risk/hazard and of appropriate behaviour, e.g., no running.	Daily
						Code of Conduct in place to ensure appropriate behaviour. This is to be reinforced by coaches where required.	To be Re-signed Yearly and Reinforced Daily
						Any equipment used is to be stored away from pool edge, and as close to walls as possible to avoid trip hazard. No equipment to be left in front of Fire Exits.	Every Session
						First Aider (Lifeguard) to be always on poolside when the competition is taking place.	Every Session
						Cables for start box to be secured via drainage channel with additional taping as required to minimise trip hazard	Every competition
						Referee and starter to perform visual checks of all start blocks and poolside prior to competition reporting any issues to centre – competition may be delayed until resolution	Every competition