



**INGLETON SWIMMING POOL RISK  
ASSESSMENT PLAN – v1.2**

**Date of Issue: 2019-08-20**  
**Reviewed by Rachel Whaley 2019-08-18**  
**Endorsed by Ingleton Pool Management**  
**Committee 2019-08-19**

**INGLETON SWIMMING POOL RISK ASSESSMENT PLAN**



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## RISK ASSESSMENT DETAILS

<b>TITLE OF RISK ASSESSMENT</b>	<i>Ingleton Swimming Pool</i>
<b>DETAILS OF ACTIVITY:</b>	<i>The Swimming Pool consists of a single open air pool (20m x 8.0m). It is likely that due to the nature of swimming pools, customers are having fun and this can lead to unexpected actions. For the purposes of this risk assessment we have used the criteria used by the RLSS.</i>
<b>RISK ASSESSMENT DOC REF</b>	<i>RAP</i>
<b>OTHER RISK ASSESSMENTS CROSS REFERENCED*</b>	<i>PSOP, POP</i>
<b>WORKPLACE INSTRUCTION REFERENCE</b>	<i>Pool Safety Operating Procedure (PSOP)</i>
<b>DATE OF ASSESSMENT</b>	<i>2016-05-01</i>
<b>DATE OF REVIEW</b>	<i>2017-05-13</i>
<b>PERSON CARRYING OUT RISK ASSESSMENT</b>	<i>Nigel Thompson/Walter Tooby</i>
<b>OTHERS CONSULTED</b>	<i>Rachel Whaley</i>
<b>LOCATION OF ACTIVITY</b>	<i>Ingleton Swimming Pool</i>

<b>SIGNATURE OF AUTHORISOR</b> (This is to confirm that actions have been identified to eliminate critical risks and control high risks so far as is reasonably practicable)	
<b>Signature</b>	<b>Date</b>

## RISK RATING MATRIX & EVALUATION

POTENTIAL HARM		LIKELIHOOD		
Catastrophic	Fatal injury	Highly Probable	The event is extremely Foreseeable	More likely to occur
Major	RIDDOR reportable Specified Injuries/ Diseases/Dangerous Occurrence	Probable	The event is very Foreseeable	
Moderate	Serious injury likely to result in a RIDDOR reportable over 7 day injury	Possible	The event is Foreseeable	
Minor	Multiple minor injury	Unlikely	The event is not very Foreseeable	
Insignificant	Individual minor injuries	Remote	The event is Unforeseeable	Less likely to occur

POTENTIAL HARM	17	22	23	24	25
Catastrophic	17	22	23	24	25
Major	12	18	19	20	21
Moderate	6	13	14	15	16
Minor	2	8	9	10	11
Insignificant	1	3	4	5	7
	Remote	Unlikely	Possible	Probable	Highly Probable

LIKELIHOOD			
RISK RATING			
Colour	Score	Assessment	Required Action
	1 – 5	Very Low	No Action Required
	6 – 10	Low	No Action Required
	11 – 15	Medium	Action Required *
	16 – 20	High	Immediate Action Required *
	21 – 25	Critical	<b>MUST STOP IMMEDIATELY &amp; contact H&amp;S team</b> Immediate Action Required *

\* review existing controls / introduce new controls as far as reasonably practicable



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			Potential Harm	Likelihood			
<p><i>Drowning - General Public Session and Private Hire:</i></p> <p><i>Customers may become unconscious or cannot swim properly</i></p> <p><i>Pool Staff as the result of a rescue</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>Only NPLQ Lifeguards (or equivalent) are used by the Swimming Pool.</i></li> <li><i>Lifeguards are in attendance at every General Public Session</i></li> <li><i>Lifeguards are in attendance at every Private Hire session</i></li> <li><i>Pool depth and safety signs are displayed</i></li> <li><i>Life Saving Equipment available at the pool side</i></li> <li><i>A portable defibrillator is available at the pool side when the pool is open. Lifeguards and pool supervisor staff are trained in its use.</i></li> </ul>	<p><i>Major</i></p>	<p><i>Possible</i></p>	<p><i>19</i></p>	<p><i>Purchase of a PXB board has been considered (which can be potentially be used by 1 lifeguard only). However, discussion with an RLSS advisor (15.05.2018) confirmed as our pool is freeboard and not deckside use the PXB board in our setting would require 2 lifeguards plus another trained member if staff. Review of our Accident Book does not identify a significant risk of an incident occurring where a PXB board would be needed.</i></p>	<p><i>19</i></p>



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<p><i>Drowning - Adult Member Sessions:</i></p> <p><i>Customers may become unconscious or cannot swim properly</i></p>	<p><i>Customers</i></p>	<ul style="list-style-type: none"> <li><i>• No Lifeguard in attendance at Adult Member Sessions. Adult Members must have a competent swimming capability and are advised when signing in for each session that no Lifeguard is present at these sessions.</i></li> <li><i>• The number of bathers very rarely exceeds 7 or 8 and they are engaged in lane format swimming. Bathers are more aware of what is happening around them as a result of such few numbers can respond quickly if help is required.</i></li> <li><i>• There must always be at least one other adult present on the pool premises if there is only one bather in the pool.</i></li> <li><i>• The pool office is manned during Adult Member sessions with access to landline</i></li> </ul>	<p><i>Major</i></p>	<p><i>Possible</i></p>	<p><i>19</i></p>	<p><i>Purchase of a PXB board has been considered but following discussion with an RLSS advisor it has been established it would not be appropriate in our setting. See notes in preceding section.</i></p> <p><i>As well as the signing in procedure, in accordance with Section 112 of HSG 179 additional notices will be displayed advising that no lifeguard is on duty and that swimmers participate at these sessions at their own risk. The notices will be displayed at the pay kiosk; in the male and female changing rooms and a larger A-board will be provided on the pool side.</i></p>	<p><i>19</i></p>
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		<p><i>telephone, emergency contact details , first aid kit and defibrillator</i></p> <ul style="list-style-type: none"> <li><i>• Life Saving Equipment available at the pool side.</i></li> <li><i>• A portable defibrillator is available at the pool side when the pool is open. Lifeguards and pool supervisor staff are trained in its use.</i></li> </ul>					
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			Potential Harm	Likelihood			
<p><i>External Distraction:</i></p> <p><i>Staff can be distracted by what is going on around them and they may miss an incident in the pool</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>Only NPLQ Lifeguards (or equivalent) are used by the Swimming Pool.</i></li> <li><i>Lifeguards patrol poolside to help reduce the likelihood of being distracted.</i></li> <li><i>Lifeguards must not allow themselves to be distracted at all by colleagues or members of the public</i></li> <li><i>Professional conversations as listed in the NOP (less than 20 seconds)</i></li> </ul>	<p><i>Moderate</i></p>	<p><i>Possible</i></p>	<p><i>14</i></p>		<p><i>14</i></p>



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<p><i>Solar glare/reflection:</i></p> <p><i>Because we are an outdoor pool glare and reflection prevents the Lifeguard from watching the pool effectively</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>Only NPLQ Lifeguards (or equivalent) are used by the Swimming Pool.</i></li> <li><i>Lifeguards patrol poolside to help reduce the likelihood of glare/reflection. They are experienced and know the best observation positions for the weather conditions.</i></li> </ul>	<p><i>Moderate</i></p>	<p><i>Possible</i></p>	<p><i>14</i></p>		<p><i>14</i></p>
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<p><i>Unauthorised Access:</i></p> <p><i>Members of the general public gaining illegal access to the swimming pool area outside of normal operating hours</i></p>	<p><i>General Public</i></p>	<ul style="list-style-type: none"> <li>• <i>The pool is surrounded by a high fence which is regularly checked and maintained. The fence is fit for purpose.</i></li> <li>• <i>An Emergency Gate within the pool outer fence is kept locked. A key is available via an Emergency Key Box.</i></li> <li>• <i>The only other entrance to the pool is by the Pool Kiosk and is locked when the pool is not in use.</i></li> <li>• <i>All building are locked when the pool is closed.</i></li> <li>• <i>The pool covers is deployed overnight during the open season.</i></li> <li>• <i>CCTV is in operation to cover out of hours.</i></li> </ul>	<p><i>Moderate</i></p>	<p><i>Possible</i></p>	<p><i>14</i></p>		<p><i>14</i></p>
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HAZARD AND	PERSONS	EXISTING CONTROLS	POSSIBLE OUTCOME	RESIDUAL RISK		RESIDUAL RISK
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<i>Pool Access Ladders:</i>  <i>Customers slipping on entry and exit, getting trapped in the rungs or between the ladder and the pool wall</i>	<i>Customers and Staff</i>	<ul style="list-style-type: none"> <li><i>Daily inspections of the ladders and steps to ensure that the handrails and steps are secure and that there are no sharp edges or damaged steps</i></li> <li><i>Non-slip steps are used on the ladders</i></li> <li><i>Ladders have wide steps</i></li> <li><i>The space between the pool wall and the steps is kept to a minimum</i></li> </ul>	<i>Moderate</i>	<i>Unlikely</i>	<i>13</i>		<i>13</i>

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<i>Maximum Bather load:</i>	<i>Customers and Staff</i>	<ul style="list-style-type: none"> <li><i>The maximum bather loads are stipulated within the NOP, under no circumstances can they be exceeded. A band mechanism is available to manage this.</i></li> <li><i>All staff must follow the overcrowding EAP in the NOP.</i></li> <li><i>In the event of a sudden surge of customers into the area of the pool, Lifeguards can ask customers to get out of the pool or leave the pool premises.</i></li> </ul>	<i>Moderate</i>	<i>Unlikely</i>	<i>13</i>		<i>13</i>
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<p><i>Staff under the influence of drink/drugs:</i></p> <p><i>This includes staff that are hung-over and/or smelling of alcohol</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>This is a serious safety issue and no member of staff is allowed on duty if they are suspected taking medication that may hinder their performance at work.</i></li> <li><i>Staff must be sent home and they must be reported as unfit for work, due to drink/drugs. <u>They cannot drive home.</u></i></li> <li><i>A member of staff will inform the Pool Management Committee without delay.</i></li> <li><i>All staff are aware of the pool's alcohol policy as detailed in the NOP.</i></li> </ul>	<p><i>Moderate</i></p>	<p><i>Unlikely</i></p>	<p><i>13</i></p>		<p><i>13</i></p>
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<p><i>Sump Grid/s:</i></p> <p><i>Customers may get trapped playing on or around the sump grid</i></p>	<p><i>Customers</i></p>	<ul style="list-style-type: none"> <li>• <i>Pool design incorporates all safety measures on inlets and outlets</i></li> <li>• <i>Inlets and outlets of the pool circulation system have suitable covers to prevent limbs and fingers getting trapped</i></li> <li>• <i>Multiple inlets and outlets and inlets reduce the risk of undue suction which could result in a body being held against a grill</i></li> <li>• <i>There are no exposed sharp edges on the inlets and outlets</i></li> <li>• <i>Inlets/outlets are inspected to inspect for damage</i></li> </ul>	<p><i>Major</i></p>	<p><i>Remote</i></p>	<p><i>12</i></p>		<p><i>12</i></p>
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			Potential Harm	Likelihood			
<p><i>Customers under the influence of drink/drugs:</i></p> <p><i>Customers may attempt to swim whilst drunk/hungover or whilst on prescription or illegal drugs.</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>Pool Supervisor or Pool Assistants advises the Lifeguard if they suspect customers are intoxicated or under the influence (who restricts access to the pool). The Pool Supervisor or Pool Assistants can refuse entry to the customer if they feel there is a risk to Staff and other customers.</i></li> <li><i>Customers that do not adhere to this must be reported to the police (999), this is a safety matter for Staff and other customers.</i></li> </ul>	<p><i>Major</i></p>	<p><i>Remote</i></p>	<p><i>12</i></p>		<p><i>12</i></p>



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<p><i>Pool water clarity:</i></p> <p><i>A chemical imbalance or air can reduce the visibility in the water making it difficult to see effectively. Air can also block or restrict the water flow making the pool unsafe unhygienic</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li>• <i>The pool's level are controlled by automatic valves which are subjected to annual inspections</i></li> <li>• <i>Only trained Pool Staff or volunteers who have attended the National Pool Plant Operators Certificate course can adjust the valves, the most likely cause of an air blockage.</i></li> <li>• <i>Staff must follow the EAP for Lack of Water Clarity without delay</i></li> <li>• <i>No swimming is allowed if the whole of the pool cannot be seen</i></li> <li>• <i>Lifeguards, Pool Supervisor and Pool Assistants are authorised to close the pool if the water clarity is too poor</i></li> </ul>	<p><i>Major</i></p>	<p><i>Remote</i></p>	<p><i>12</i></p>		<p><i>12</i></p>
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HAZARD AND	PERSONS	EXISTING CONTROLS	POSSIBLE OUTCOME	RESIDUAL RISK		RESIDUAL RISK
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<p><i>Pool water clarity:</i></p> <p><i>Continued</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li>• <i>Pool Staff and Lifeguards are trained in Water Quality testing procedures for Chlorine and pH levels.</i></li> <li>• <i>Swimming pool water is tested at the start of every day and every General Public Session for chemical levels, clarity and temperature and results are recorded on pre printed form (Water Quality Log) and kept in the Pool Office – records are kept for 7 years.</i></li> <li>• <i>Additional Weekly Water Balance tests are performed and recorded on pre printed form (Water Quality Log) and kept in the Pool Office – records are kept for 7 years.</i></li> </ul>	<p><i>Major</i></p>	<p><i>Remote</i></p>	<p><i>12</i></p>		<p><i>12</i></p>
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HAZARD AND	PERSONS	EXISTING CONTROLS	POSSIBLE OUTCOME	RESIDUAL RISK		RESIDUAL RISK
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**INGLETON SWIMMING POOL RISK  
ASSESSMENT PLAN – v1.2**

**Date of Issue: 2019-08-20**  
Reviewed by Rachel Whaley 2019-08-18  
Endorsed by Ingleton Pool Management  
Committee 2019-08-19

<b>RELATED ACTIVITIES</b> e.g. trip, falling objects, fire, explosion, noise, chemicals, violence	<b>AT RISK</b> e.g. employees, pupils, customers, contractors, members of public, other	e.g. Guards, Workplace Instructions, Training, Authorised Users, Competent Persons, Personal Protective Equipment (PPE), <b>GIVE FULL DETAILS</b>	<b>Potential Harm</b>	<b>Likelihood</b>	<b>RATING AFTER EXISTING CONTROLS</b> (if 16 or more and no further controls practicable add to the H&S Risk Register)	<b>ADDITIONAL CONTROLS REQUIRED?</b>	<b>RATING AFTER ADDITIONAL CONTROLS</b> (if 16 or more add to the H&S Risk Register; if 21+ STOP ACTIVITY)
<i>Pool water clarity:</i>  <i>Continued</i>	<i>Customers and Staff</i>	<ul style="list-style-type: none"> <li>• <i>Swimming pool water is regularly sent for quality analysis to an independent laboratory.</i></li> <li>• <i>Reactive Water Quality maintenance is continually undertaken as the result of the above monitoring.</i></li> <li>• <i>Specialist contractors are regularly brought in for regular service of pool water treatment plant and equipment.</i></li> </ul>	<i>Major</i>	<i>Remote</i>	<i>12</i>		<i>12</i>



**INGLETON SWIMMING POOL RISK ASSESSMENT PLAN – v1.2**

**Date of Issue: 2019-08-20**  
Reviewed by Rachel Whaley 2019-08-18  
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<p><i>Fluctuating water levels:</i></p> <p><i>The pool's level can fall or rise creating either an impact hazard or slipping hazard (if too high)</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>The pool's level are controlled by automatic valves which are subjected to annual inspections.</i></li> <li><i>Backwashes are done when the pool is closed or occasional at quiet times.</i></li> <li><i>If a backwash is necessary the Pool Plant Operator must inform the lifeguards on poolside to restrict diving completely.</i></li> </ul>	<p><i>Water level too low: Major</i></p> <p><i>Water level too high: Insignificant</i></p>	<p><i>Water level too low: Remote</i></p> <p><i>Water level too high: Unlikely</i></p>	<p><i>Water level too low: 12</i></p> <p><i>Water level too high: 3</i></p>		<p><i>12</i></p> <p><i>3</i></p>
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<b>HAZARD AND RELATED ACTIVITIES</b> e.g. trip, falling objects, fire, explosion, noise, chemicals, violence	<b>PERSONS AT RISK</b> e.g. employees, pupils, customers, contractors, members of public, other	<b>EXISTING CONTROLS</b> e.g. Guards, Workplace Instructions, Training, Authorised Users, Competent Persons, Personal Protective Equipment (PPE), <b>GIVE FULL DETAILS</b>	<b>POSSIBLE OUTCOME</b>		<b>RESIDUAL RISK RATING AFTER EXISTING CONTROLS</b> (if 16 or more and no further controls practicable add to the H&S Risk Register)	<b>ADDITIONAL CONTROLS REQUIRED?</b>	<b>RESIDUAL RISK RATING AFTER ADDITIONAL CONTROLS</b> (if 16 or more add to the H&S Risk Register; if 21+ STOP ACTIVITY)
			<b>Potential Harm</b>	<b>Likelihood</b>			



**INGLETON SWIMMING POOL RISK  
ASSESSMENT PLAN – v1.2**

**Date of Issue: 2019-08-20**  
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Committee 2019-08-19

<p><i>Customers with specific needs:</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li>• <i>Specific needs are determined through direct consultation with the individual or parent by Pool Staff to determine if it can be provided. If not then entry will not be allowed.</i></li> <li>• <i>Wheelchair access ramp to the pool entrance</i></li> <li>• <i>There is a dedicated changing facility with all necessary requirements including a shower.</i></li> <li>• <i>Disabled access steps at the shallow end of the pool.</i></li> </ul>	<p><i>Minor</i></p>	<p><i>Probable</i></p>	<p><i>10</i></p>		<p><i>10</i></p>
<p><i>Effects of the sun:</i></p> <p><i>Due to the outdoor nature of the pool and that it is a summer facility, Lifeguards can become dehydrated and suffer from the effects of the sun</i></p>	<p><i>Staff</i></p>	<ul style="list-style-type: none"> <li>• <i>Lifeguards are issued with a hat and a water bottle</i></li> <li>• <i>Sun cream is available in the Pay Kiosk</i></li> </ul>	<p><i>Minor</i></p>	<p><i>Possible</i></p>	<p><i>9</i></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <i>Purchase hat and water bottles for lifeguards</i></li> <li><input type="checkbox"/> <i>Ensure sun cream is available in the Pay Kiosk</i></li> </ul>	<p><i>9</i></p>



**INGLETON SWIMMING POOL RISK  
ASSESSMENT PLAN – v1.2**

**Date of Issue: 2019-08-20**  
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Endorsed by Ingleton Pool Management  
Committee 2019-08-19

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			Potential Harm	Likelihood			
<p><i>Wet pool surrounds:</i></p> <p><i>Due to the nature of the pool's activities, customers can wet the poolside by getting out, this is unavoidable</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li>• <i>No running on poolside</i></li> <li>• <i>None slip floor surface fitted around the pool</i></li> <li>• <i>The pool side is cleaned every night and the surface is inspected</i></li> <li>• <i>The pool surround is kept clear of potential hazards by staff</i></li> </ul>	<p><i>Minor</i></p>	<p><i>Possible</i></p>	<p><i>9</i></p>		<p><i>9</i></p>
<p><i>Changing Facilities Entrance:</i></p> <p><i>Due to the open nature of the changing rooms and the proximity to the showers children may jump straight into the pool</i></p>	<p><i>Customers</i></p>	<p><input type="checkbox"/> <i>Lifeguards watch the area as part of their patrols</i></p>	<p><i>Minor</i></p>	<p><i>Possible</i></p>	<p><i>9</i></p>		<p><i>9</i></p>



**INGLETON SWIMMING POOL RISK  
ASSESSMENT PLAN – v1.2**

**Date of Issue: 2019-08-20**  
Reviewed by Rachel Whaley 2019-08-18  
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Committee 2019-08-19

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			Potential Harm	Likelihood			
<i>Pool Covers:  Injury through incorrect use or contact with the structures</i>	<i>Customers and Staff</i>	<ul style="list-style-type: none"> <li><i>Minimum of 1 person operation</i></li> <li><i>Ensure the pool cover ropes are tucked away</i></li> <li><i>Pool covers are only used during the operating season (normally 13 weeks) and only overnight</i></li> <li><i>Signs displayed at each end of the pool cover unit</i></li> </ul>	<i>Minor</i>	<i>Possible</i>	<i>9</i>		<i>9</i>



**INGLETON SWIMMING POOL RISK  
ASSESSMENT PLAN – v1.2**

**Date of Issue: 2019-08-20**  
Reviewed by Rachel Whaley 2019-08-18  
Endorsed by Ingleton Pool Management  
Committee 2019-08-19

<p><i>Adverse weather:</i></p> <p><i>Being an outdoor pool then we can be subject to adverse weather</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>In adverse weather conditions (thunderstorm/lightening etc) the Lifeguards can order the pool to be evacuated.</i></li> <li><i>In heavy rain, Lifeguards need to move around the poolside more often to minimise the effect of surface distortion caused by the rain and be able to see the pool bottom.</i></li> </ul>	<p><i>Minor</i></p>	<p><i>Possible</i></p>	<p><i>9</i></p>		<p><i>9</i></p>
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HAZARD AND RELATED ACTIVITIES e.g. trip, falling objects, fire, explosion, noise, chemicals, violence	PERSONS AT RISK e.g. employees, pupils, customers, contractors, members of public, other	EXISTING CONTROLS e.g. Guards, Workplace Instructions, Training, Authorised Users, Competent Persons, Personal Protective Equipment (PPE), <b>GIVE FULL DETAILS</b>	POSSIBLE OUTCOME		RESIDUAL RISK RATING AFTER EXISTING CONTROLS (if 16 or more and no further controls practicable add to the H&S Risk Register)	ADDITIONAL CONTROLS REQUIRED?	RESIDUAL RISK RATING AFTER ADDITIONAL CONTROLS (if 16 or more add to the H&S Risk Register; if 21+ STOP ACTIVITY)
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**INGLETON SWIMMING POOL RISK  
ASSESSMENT PLAN – v1.2**

**Date of Issue: 2019-08-20**  
Reviewed by Rachel Whaley 2019-08-18  
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Committee 2019-08-19

<p><i>Deep Water / Shallow Water supervision:</i></p> <p><i>Customers (swimmers and non-swimmers falling in or poor swimmers getting into difficulty)</i></p>	<p><i>Customers</i></p>	<ul style="list-style-type: none"> <li><i>The floor of the swimming pool has a tiled band indicating the end of the shallow water area</i></li> <li><i>Water depth signs are displayed around the swimming pool</i></li> </ul>	<p><i>Minor</i></p>	<p><i>Possible</i></p>	<p><i>9</i></p>	<p><input type="checkbox"/> <i>Fit a safety barrier in the narrow section by the Pump Room and the deep water end – to be carried out at the next schedule improvements.</i></p>	<p><i>9</i></p>
<p><i>Insufficient lighting:</i></p> <p><i>Lights not working in the changing rooms</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>All changing areas are well lit</i></li> <li><i>All broken lights are replaced immediately as part of the daily pool maintenance</i></li> <li><i>As an outdoor pool which is only open during daylight hours there is always natural light</i></li> </ul>	<p><i>Insignificant</i></p>	<p><i>Possible</i></p>	<p><i>4</i></p>		<p><i>1</i></p>
<p><b>HAZARD AND RELATED ACTIVITIES</b> e.g. trip, falling objects, fire, explosion, noise, chemicals, violence</p>	<p><b>PERSONS AT RISK</b> e.g. employees, pupils, customers, contractors, members of public, other</p>	<p><b>EXISTING CONTROLS</b> e.g. Guards, Workplace Instructions, Training, Authorised Users, Competent Persons, Personal Protective Equipment (PPE), <b>GIVE FULL DETAILS</b></p>	<p><b>POSSIBLE OUTCOME</b></p>		<p><b>RESIDUAL RISK RATING AFTER EXISTING CONTROLS</b> (if 16 or more and no further controls practicable add to the H&amp;S Risk Register)</p>	<p><b>ADDITIONAL CONTROLS REQUIRED?</b></p>	<p><b>RESIDUAL RISK RATING AFTER ADDITIONAL CONTROLS</b> (if 16 or more add to the H&amp;S Risk Register; if 21+ STOP ACTIVITY)</p>
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**INGLETON SWIMMING POOL RISK  
ASSESSMENT PLAN – v1.2**

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<p><i>Poolside equipment:</i></p> <p><i>Pool housekeeping, means that staff do not clear away equipment that is not in use</i></p>	<p><i>Customers and Staff</i></p>	<ul style="list-style-type: none"> <li><i>The only items permitted on poolside whilst not in use is the Lifeguards safety aids</i></li> <li><i>The pool side is cleaned every night to prevent any build-up of debris/litter</i></li> </ul>	<p><i>Insignificant</i></p>	<p><i>Possible</i></p>	<p><i>4</i></p>		<p><i>1</i></p>
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<b>ACTION PLAN</b> (insert additional rows if required)		<b>TO BE ACTIONED BY</b>			<b>ACTION COMPLETE</b>	
Further control measures identified to reduce risks so far as is reasonably practicable		<b>POSITION</b>	<b>NAME</b>	<b>DATE</b>	<b>SIGNATURE</b>	<b>DATE</b>
1	<i>Purchase hast and water bottles for lifeguards.</i>	<i>Chairman</i>	<i>Walter Tooby</i>	<i>Completed</i>		
2	<i>Ensure sun cream is available in the Pay Kiosk</i>	<i>Chairman</i>	<i>Walter Tooby</i>	<i>Completed</i>		
3	<i>Clear out storage areas to create more free space.</i>	<i>Chairman</i>	<i>Walter Tooby</i>	<i>Completed</i>		



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ACTION PLAN (insert additional rows if required)		TO BE ACTIONED BY			ACTION COMPLETE	
Further control measures identified to reduce risks so far as is reasonably practicable		POSITION	NAME	DATE	SIGNATURE	DATE
5	<i>All staff given a new PSOP and must adhere to it and must strictly enforce this rule to reduce the likelihood of this.</i>	<i>Chairman</i>	<i>Walter Tooby</i>	<i>Existing Staff 2017-05-13 &amp; ongoing for new staff</i>		
6	<i>Fit a safety barrier in the narrow section by the Pump Room and the deep water end – to be carried out at the next schedule improvements.</i>	<i>Chairman</i>	<i>Walter Tooby</i>	<i>Ongoing</i>		
7	<i>During Adult Member sessions provide additional signage at the pay kiosk and in changing rooms to advise there is no lifeguard on duty and swimmers participate at their own risk.</i>	<i>Secretary</i>	<i>Rachel Whaley</i>	<i>Additional signs provided 27<sup>th</sup> August 2019</i>		
8	<i>During Adult Member session provide A- board sign on pool side to advise there is no lifeguard on duty and swimmers participate at their own risk – this will be actioned in time for the start of the 2020 season. For 2019 the pool will close on 8<sup>th</sup> September.</i>	<i>Chairman</i>	<i>Walter Tooby</i>			

**COMMENTS AND INFORMATION**

(Use this section to record how the risk assessment has been communicated and any other comments and information)



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SCHEDULED DATE OF NEXT REVIEW (MINIMUM ANNUALLY)	ARE THERE ANY CHANGES TO THE ACTIVITY SINCE THE LAST ASSESSMENT? CLARIFY THAT ALL CONTROLS ARE STILL IN PLACE & MONITORED ON A REGULAR BASIS.	SIGNATURE OF MANAGER	DATE OF REVIEW
<i>April 2020 – by Management Committee before start of the next season</i>			



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