

## COVID 19 – RISK ASSESSMENT FOR THE 2021 SEASON

<b>Company – Ingleton Pool</b>
<b>Prepared by – Ingleton Pool Management Committee</b>
<b>Date: Endorsed by Management Committee on 12<sup>th</sup> May 2021</b>

This Covid-19 Risk Assessment (or any subsequent amendment) is to be considered as an Addendum to our current Normal Operating Procedure (NOP) from the start of the 2021 season until a decision is confirmed in writing that the additional guidance is either no longer required or has become incorporated into the NOP as standard practice.

This Covid-19 Risk Assessment has been prepared having regard to the following documents and guidance –

<https://www.swimming.org/swimengland/pool-return-guidance-documents/>

**Guidance for Operators**

**Guidance for community swimming**

**Guidance for swimming lessons (only applicable later in season when lessons organized)**

**RLSS Guidance for Operators Employing Lifeguards**

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>

The named Covid-19 officer is **Jackie Rowe – Pool Supervisor** who will be responsible for logging any cases of Covid-19 confirmed amongst Ingleton Pool staff and advising the relevant Public Health team as appropriate.

In the event of a member of staff or volunteer at Ingleton Pool testing positive for Covid-19 the pool may have to be closed temporarily and bookings cancelled if other staff are required to self-isolate as a result and alternative cover cannot be provided. Public sessions will not be run without a qualified Lifeguard present.

Covid Risk identified	Measures to reduce Risk	Actions/Changes Proposed	Guidance referred to	Amendments to existing Normal Operating Procedures (NOP) (where appropriate)
<b>Risk of contracting or spreading coronavirus in commonly used or high traffic areas</b>				
Risk of transmission from high numbers in pool	Reduce bather load	Reduce maximum capacity in pool to 16. Divide pool lengthways with lane rope – max 8 in each half.  Pre-booked sessions only.	Guidance for Operators – recommended minimum 9 sq,m per person based High Risk category of community/open public swim  Guidance for Community Swimming – recommends pre-booking	NOP – s15 ‘Controlling Bathing Load’. Maximum capacity of 50 (or 25 with 1 lifeguard present) is now reduced to 16.  Emergency Action Plan (EAP) s.13 ‘Overcrowding’. As above – maximum capacity in pool now reduced from 50/25 to 16.
Risk of transmission from high numbers on premises	Limit number of visitors/spectators permitted on site	No spectators permitted, other than where 1 person required for supervising/safeguarding others in party.	gov.uk guidance	
Risk of transmission in changing rooms	Encourage swimmers to arrive ‘swim ready’ and to avoid use of changing rooms unless necessary	Update booking information. Review cleaning procedures to sanitise in between sessions. Keep windows open throughout day to aid ventilation	Guidance for operators Gov.uk	
Risk of transmission from queuing and congestion in passageway	Reduce need to queue. Introduce one-way system of possible.	Pre-booked sessions only.  One-way system introduced with new access gate at top of steps.	Guidance for Operators Guidance for Community Swimming	Emergency Action Plan (EAP) s9 – ‘Pool Evacuation’. The gate at top of steps is no longer emergency access only (with key in box in

				kiosk) but will be accessible and used as the regular exit point for the pool.
<b>Risk of contracting or spreading coronavirus by not maintaining social distancing</b>				
Need to maintain social distancing	Reduce need for queueing by pre-booked sessions only.	Revise booking procedures.  Signage to remind people of need to maintain social distancing.  Provision of QR notice to assist with Test and Trace.	Guidance for Operators Guidance for Community Swimming Gov.uk	
Need to comply with 'Rule of 6' or 2 households	Consider limiting bookings to max of 6 swimmers unless known to be only 2 households  Organised swimming lessons can take place in any numbers outside.	After 17 May the restriction on max number of people meeting outside is set to increase from 6 to 30. The pool capacity has been set to maximum 16 people; 8 in each half of the pool. No further actions required.	Gov.uk Guidance for Community Swimming	
Risk to office staff from contact with visitors	Reduce need for contact.  Provide PPE as appropriate.	Pre-booked and pre-paid sessions only to avoid queuing and handling payments.  Consider taking card payments only.  Consider only selling pre-packed stock from shop (crisps, choc bars, cans etc.) Sell hot drinks as take-away only so staff are not handling used cups and cutlery.  Face masks and gloves available in office for staff.		

<b>Risk of contracting or spreading coronavirus by not cleaning surfaces, equipment and workstations</b>				
	Increase frequency of cleaning regime	<p>At the end of /between each session the following areas must be wiped down before the next session. This will need to be done by lifeguards and pool assistant.</p> <ul style="list-style-type: none"> <li>• Steps into pool and handrails around pool side</li> <li>• Door handles and hand rails</li> <li>• Benches in changing rooms</li> <li>• Any tables and chairs in use during previous session</li> </ul>	Guidance for Operators Gov.uk	
<b>Risk of lifeguards contracting or spreading coronavirus through carrying out rescue or providing First Aid</b>				
	<p>Reduce bather load to minimize likelihood of lifeguard intervention being required.</p> <p>Limit provision of equipment to be set up and cleared away by lifeguards.</p> <p>Provide PPE as appropriate.</p> <p>Consider whether any adjustments to normal rescue and/or First Aid</p>	<p>Pool capacity is to be reduced to maximum of 16 swimmers per session.</p> <p>Provide PPE to lifeguards as needed- gloves and masks, hand sanitizer for use on pool side.</p> <p>Provide sanitizer/wipes to clean lifeguard equipment such as buoys.</p> <p>No pool equipment (woggles, floats etc) to be provided during public/open swims. Visitors to bring their own if required.</p> <p>Ensure any adjustments to normal rescue and/or First Aid practice required due to</p>	<p>RLSS guidance – esp. 6.3, 6.5, 6.6</p> <p><i>(nb- Guidance on Community Swimming says sanitizing equipment can be achieved simply and effectively by rinsing equipment in the pool)</i></p>	

	practice are required due to Covid-19.	Covid-19 are addressed in pre-season Induction session.		
<b>Risk of contracting or spreading coronavirus by not washing hands or not washing them adequately</b>				
	Provide adequate hand washing facilities and signage to remind users of good handwashing hygiene.	Provide hand sanitizer station for people to use on entering and leaving the premises. (1 at entrance point; 1 at exit point)  Provide hand sanitizer in shop/office.  Provide signage in changing rooms on good hand washing hygiene.	Gov.uk Guidance for Operators	

### **Revised Booking Procedures**

All swim sessions must be pre-booked in advance via Jayne at the Community Centre/ or alternative booking system.

Bookings to be pre-paid in advance where possible.

Name and contact number for every individual (aged over 16) in a party must be provided and logged at the time of booking for the purpose of Test and Trace.

Bookings will be for a specified time e.g. on the hour each session to last 45 minutes, allowing 15 minutes between session for areas to be cleaned down.

Where possible swimmers should arrive at the pool 'swim ready' (already in costume) to minimize time spent in changing rooms.

The maximum number of swimmers per individual booking is 8 per each half of the pool

No spectators allowed unless an adult providing supervising/safeguarding role for others in the booking group.

The maximum number of swimmers in the pool at any one session is 16 (8 in each half of the pool divided lengthways by a lane rope).