


ASSESSOR(S) NAME: <b>L.Pickford</b>		DATE: <b>28th July 2020</b>	REFERENCE NUMBER: <b>2.9</b>	Version Number 1			
MANAGER(S) SIGNATURE: <b>J. Francis</b>		REVIEW DATE: <b>28th July 2021</b>	PERSONS AT RISK: <b>Children / Staff / Public</b>				
DEPARTMENT: <b>2. Swimming Pools</b>		ACTIVITY / TASK: <b>School Swimming and Changing Room.</b>					
<b>Risk Calculator</b>		<b>Incident likelihood</b>		<b>L</b>	<b>Severity</b>		
		Very Unlikely	1	Negligible (no injury or lost time)	1		
		Unlikely	2	Slight (first aid and return to work)	2		
		Possible	3	Moderate (injury leading to lost time)	3		
		Likely	4	High (major injury or incident)	4		
Very Likely	5	Very High (disabling injury or death)	5				
<b>SCORE OF 1 to 6 = LOW RISK</b>		<b>SCORE of 7 to 12 = MEDIUM RISK</b>			<b>SCORE of 13 + = HIGH RISK</b>		
HAZARD(S)		CONTROL MEASURES Use the Hierarchy of Control (1) Elimination (2) Substitution (3) Engineering Controls (4) Administrative Control (5) Personal Protective Clothes and Equipment.			RESULTING RISK <b>L X S = SCORE</b>		
					<b>L</b>	<b>S</b>	<b>SCORE</b>
Changing rooms, unaccompanied children 8 years and above		Schools are to be staggered throughout the day and provided specific swimming times only arranged by the Leisure Centres and Schools prior to any commencement of lessons. Extra care/signposting will be provided to maintain social distancing when in these areas. Encourage school children to arrive at the facility "beach ready" where possible. School swimming will have its own designated area for changing. Changing rooms will be thoroughly cleaned after school use by Trafford Leisure. School swimmers must not leave any items unattended in the changing room cubicles where applicable Lockers will remain in use, as long as social distancing can be maintained.			1	2	2
Supervision in single sex changing rooms		Schools should provide both Female and Male accompanying adults. Where this is not possible the Leisure Centre will provide 2 members of staff to supervise. The Leisure Centre staff will be DBS inspected Leisure Centre staff member is provided as a support only and not as a teacher. Leisure Centre staff member is just to monitor, not to help children change or shower When Leisure Centre staff are supervising, school supervisor is to stand outside of the changing area and only enter to hurry children up or if there was an emergency / accident / incident or if the children are misbehaving			1	2	2
Centre staff Not DBS inspected		In the absence of the changing room supervisor, only Leisure Centre staff members who have a DBS clearance will supervise children in the changing rooms.			1	1	1
Supervisors in opposite sex changing rooms. Children of the opposite gender changing in the same changing room. Public in school changing areas.		Children can only be supervised by a staff member of the same gender. Each gender is provided with separate changing rooms, children should only change in the same sex changing room. Marketing in the changing rooms will inform the public of schools in the changing rooms. Marketing will state public to cover up when necessary while children walk through shower area and adhere to social distancing.			1	3	3
School swimming ratios not being kept to		Numbers in the class depends on the ability level, but shall not exceed the following figures: 1:12 max for beginners 1:20 max for improvers who can swim 10 metres on both their front and back. Capacity of pools will be based on 1bather / 6smq as per UK active guidelines. The size of the changing rooms has also had a contributing influence on the pool capacity. During the school's first group session or after a period of time away from the water, a water safety and swimming assessment will take place.			1	2	2
Swimmers Ratios not being kept		Schools must inform the Swimwell Manager on their order form the maximum number of swimmers attending their block swimming session before the very first session is due to take place so teachers can be provided. On arrival to each weekly session to the centre School Teacher must provide in detail how many children and school teachers are in attendance.			1	2	2
Swimming Teachers		Swimming Teachers must be at least ASA Level 2 qualified and hold an NPLQ or Reach and Rescue qualification. Assistant Swimming Teachers must be at least ASA Level 1 qualified and hold an NPLQ or Reach and Rescue qualification. All Swimming Teachers must deliver from the side only and maintain social distancing. Assistant Teachers is to ensure positioning on the poolside is opposite to the level 2 teacher to reinforce class management of social distancing.			1	1	1
Untrained staff		Swimming Teachers must attend lifeguard training for 2 hours every month in which they practice rescues and first aid. Swimming Teachers who fail to attend training will be required to inform their relevant Swimwell Managers. The Duty Manager on shift will provide a lifeguard for the duration of the shift. This will impact the capacity numbers by 1. Swimming Teachers must have completed safeguarding training. Swimming Teachers must provide a copy of ASA Level 1 and 2 Swimming Teaching qualifications. Swimming Teachers must have a DBS.			2	1	2
Not applying to rules Teaching more than one class Swimmers Near drowning Injuries		Swimming Teachers must comply with the NOP, all Swimming Teachers are issued a up to date copy of the NOP each year and tested to prove they are competent Swimming Teachers shall be responsible for only one class of pupils at any one time. If more than one class is operating in the pool, they should be aware of the safety needs of the whole pool and adhere to government guidelines on social distancing.			2	1	2
Pool Layout		Use of zone markers for each swimming station will be provided to show clear entry and exit points of the pool. Swimming Teachers will not change teaching areas. Swimmers will not be allowed to move across to another class. Use of zone markers for each swimming station will be provided to show clear entry and exit points of the pool.			1	2	2

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		L	S	SCORE
Setting up for classes Equipment	Swimming Teachers will be allocated two sets of equipment for the duration of their shift. All equipment should be sanitised before and after each activity Equipment will be kept in a box or kit bag to avoid crossover. Swimming Teachers must ensure that they have the correct equipment out before the class starts and there are no swimmers in the pool. Once the lessons start, Swimming Teachers are unable to leave the poolside until the lesson has finished and all swimmers have exited the pool and poolside. Equipment such as armbands are provided to the learner, the Swimming Teacher must not assist in fitting the armbands. Armbands are to be on correctly- sealed around to hold them to the arm. The loaning of goggles or swimming hats will not be allowed.	2	3	6
Swimmers Learner and Weak swimmers None and weak swimmers Swimming lengths	All weak and non-swimmers must remain in shallow water. Only when the Swimming Teacher feels the learner is confident enough to swim in deep water, will do so. None and weak swimmers wearing arm bands should be restricted to shallow water.	2	2	4
Swimmers Medical requirements, Vulnerable and additional learning (SEND)	School Teachers will hold onto and be responsible for any swimmers medication. Suitable adjustments will be made for any vulnerable or SEND swimmers, with an individual risk assessment.	2	2	4
Learner being left unattended Drowning	The Swimming Teacher is responsible for the learner swimmers at all times and under no circumstances should they leave the swimmer unattended.	1	3	3
Swimming Teacher not being visible to lifeguard and pool users	Swimming Teachers must wear a Swimwell t-shirt so they are visible to the life guards on pool.	1	1	1
Poor Equipment Failure to use equipment correctly	Pre session check of equipment and safety demonstration with attendees before session begins.	1	2	2
Spectators	Spectators are not permitted to view the swimming lessons. School Teachers are to stay with children on the poolside for the duration and will be included in the capacity numbers.	1	2	2