

Swimming Pool Risk Assessment - Management Plan

Activity Content

The Swimming Pool provides a group the opportunity to engage in unstructured aquatic activity including free swim time and recreational pool use. The swimming pool may also be a venue for structured aquatic activities facilitated by a qualified outdoor recreation specialist. Either form of swimming activity is available to school groups, parish and family groups and may involve both children and adults.

The swimming pool offers participants an opportunity to engage in fun, socially engaging activities. It may also include learning outcomes comprising, but not limited to, teamwork, communication and water safety.

This document contains the specific risks, control measures and grading for the swimming pool activity, list of general risks and control measure relevant for all Benedict XVI Retreat Centre's activities as well as risk rating information.

Personal Protective Equipment used	Swimming Apparel, Sun Screen, Goggles, Floatation Devices as required
Overall Safety	Overall activity safety is the responsibility of the adult participants and supervisors of the pool activity. At any point during the activity they can choose to stop or cancel the activity due to safety concerns. At any time, they can contact the Activity or Centre Manager for assistance.
Ratios	1:20 unless specified by Activity Manager & Teacher/ Group Leader (Adult).

Name	Date	Signature

Risk/Hazard Type	Identified Risks	Risk Score before Controls	Control Measures	Risk Score after Controls	Additional Controls Required
Supervision and Security	Swimming Pool is not locked and can be accessed by children old enough to reach the top of the gate	1	<ul style="list-style-type: none"> Schools should provide their own Risk Management Plan for pool use prior to arrival Upon arrival, guests are informed of the pool's location and notified that the gate is not locked Signage indicating the parental or guardian supervision policy of the Centre is displayed at the entry and exit points of the facility and included within the booking documentation Parents or supervisors are to actively supervise their charges at all times 	3	None
	Lack of appropriately qualified supervisors	2	<ul style="list-style-type: none"> Schools should provide their own Risk Management Plan for pool use prior to arrival Teachers supervising school students in the pool must have knowledge and skills in rescue, personal survival and emergency care, as well as the ability to use the rescue equipment available on site School groups are strongly encouraged to provide and use a pool supervisor with a minimum of Bronze Medallion and CPR qualifications. These qualifications must be presented to the Centre prior to arrival date Family groups and other groups should supervise children according to the terms and conditions outlined on the pool entry sign 	3	None
	Insufficient supervision of children and young people	1	<ul style="list-style-type: none"> Schools should provide their own Risk Management Plan for pool use prior to arrival 	3	None

Risk/Hazard Type	Identified Risks	Risk Score before Controls	Control Measures	Risk Score after Controls	Additional Controls Required
			<ul style="list-style-type: none"> Schools are to maintain a supervising staff to student ratio of at least 1:20 or less if required to meet the guidelines of the pool activity being conducted Family groups and other groups are to supervise children in the pool according to the terms and conditions outlined on the pool entry sign 		
	Overcrowding	1	<ul style="list-style-type: none"> Schools should provide their own Risk Management Plan for pool use prior to arrival A maximum of 20 guests are to be within the pool at any one time Maximum pool numbers will be advised to guests upon arrival 	3	None
	Pool users may take alcohol or other prohibited substances into pool area	2	<ul style="list-style-type: none"> Guests are not to use the pool whilst under the influence of alcohol or any other prohibited substance Pool supervisors and lifeguards are to be alcohol free (0.00 blood alcohol level) at all times whilst on duty Pool users are not to take alcohol or any other prohibited substances into the pool area Guests will be informed upon arrival that alcohol and other prohibited substances are forbidden in the pool area 	4	None
	Lack of facility awareness – depth levels, location of	1	<ul style="list-style-type: none"> Schools should provide their own Risk Management Plan for pool use prior to arrival 	3	None

Risk/Hazard Type	Identified Risks	Risk Score before Controls	Control Measures	Risk Score after Controls	Additional Controls Required
	emergency and first aid equipment		<ul style="list-style-type: none"> • Signage outlining pool depths, location of emergency and first aid equipment and contact details in case of emergency are to be clearly visible within the pool environs. • No diving or bombing • No running on the paved area surrounding the pool 		
Water Quality and Testing	Water quality is outside acceptable parameters	3	<ul style="list-style-type: none"> • Water chemistry is tested and recorded daily by the Centre manager • During periods of high use testing occurs at least two times daily • If water is found to be outside prescribed parameters the Centre manager is to contact the technical operator in order to obtain necessary instruction to remediate water chemistry • While water chemistry is outside acceptable bounds temporary signage to signify that pool is closed and access restricted must be displayed 	6	None
	Water is contaminated with a biological contaminant	3	<ul style="list-style-type: none"> • Pool is evacuated • Solid material is removed • Pool is super-chlorinated and water chemistry checked • Once water chemistry levels are within acceptable levels the pool may be reopened 	6	None
First Aid and Personal Injuries	Misadventure – incident resulting in injury in or around pool	3	<ul style="list-style-type: none"> • All BXVI staff hold First Aid and CPR qualifications 	5	None

Risk/Hazard Type	Identified Risks	Risk Score before Controls	Control Measures	Risk Score after Controls	Additional Controls Required
	Anaphylactic reaction, Allergic reactions, Bites and Stings, Asthma attack		<ul style="list-style-type: none"> • Rescue equipment and radio will be made available to guests and located within the pool area • Portable First Aid kit and Defibrillator located within 80 metres of the pool, in the entry area of the dining room • Epi-Pen and Epi-Pen junior located in First Aid Kit in Centre kitchen • All school groups must provide and use a pool supervisor with a minimum of Bronze Medallion and CPR qualifications • Family groups and other groups should supervise children according to the terms and conditions outlined on the pool entry sign • Pool supervisors should maintain mobile phone access to reception or Centre managers 		
	Injury/illness due to sun exposure – sunburn, heat exhaustion, heat stroke	3	<ul style="list-style-type: none"> • Sunscreen is available at reception for guests • All BXVI staff hold First Aid and CPR qualifications • Access to appropriate shelter available for protection from weather elements 	6	None
	Other health emergency	3	<ul style="list-style-type: none"> • All BXVI staff hold First Aid and CPR qualifications • Portable First Aid kit and Defibrillator located within 80 metres of the pool, in the entry area of the dining room • Epi-Pen and Epi-Pen junior located in First Aid Kit in Centre kitchen • Pool supervisors should maintain mobile phone access to reception or Centre managers 	5	None

Risk/Hazard Type	Identified Risks	Risk Score before Controls	Control Measures	Risk Score after Controls	Additional Controls Required
Environment	Adverse weather conditions e.g. Wet weather, electrical storm, excessive heat	2	<ul style="list-style-type: none"> Weather reports are monitored and pool activity ceased if electrical storm is approaching Supervisors of children should ensure that appropriate protective clothing such as hats are worn and that sunscreen is applied regularly Sunscreen is available to all guests at reception Family groups and other groups should supervise children and take appropriate safety precautions in the event of adverse weather 	6	None
Equipment	Limited access to safety equipment including life buoys, floatation devices and other rescue equipment	2	<ul style="list-style-type: none"> Rescue equipment and radio will be made available to guests and located within the pool area Supervisors are to be informed of the location and use of all rescue equipment All rescue equipment must comply with relevant Australian Standards 	4	None
	Deterioration of recreational equipment	3	<ul style="list-style-type: none"> Rescue equipment will be regularly inspected as part of regular facility inspections to ensure that it is in good working order Inspections will occur every three months and the results recorded and actioned where necessary 	6	None
	Misuse of recreational equipment	3	<ul style="list-style-type: none"> Equipment should be stored so that unauthorized use is prevented Pool supervisors are to be informed of the location and correct use of all rescue equipment 	6	None

Risk/Hazard Type	Identified Risks	Risk Score before Controls	Control Measures	Risk Score after Controls	Additional Controls Required
			<ul style="list-style-type: none"> Family groups and other groups should supervise children according to the terms and conditions outlined on the pool entry sign 		
Safeguarding	A child is exposed and subjected to significant harms as a result of being left unsupervised in the pool area		<ul style="list-style-type: none"> Schools should provide their own Risk Management Plan for pool use prior to arrival Parents or supervisors are to actively supervise their charges at all times while in the pool Children under 16 are not to be in the pool without supervision by an appropriately qualified and responsible adult 		None

All identified risks are recorded in the following risk matrix according to likelihood and consequence. The purpose of this matrix is to provide a snapshot of all identified risks and established the level of risk to determine if further treatment is required.

Risk Assessment Conducted by: Activity Manager, Benedict XVI Retreat Centre

Date of Risk Assessment: 23rd November 2017

Date of Review: November 2018

Risk Assessment Matrix

Likelihood	Consequences 2. How likely is it that someone will be harmed?			
1. How severely could it hurt someone or how ill could it make someone?	very likely Could happen any time (extreme)	likely Could happen some time (moderate)	unlikely could happen, but very rarely (moderate)	very unlikely Could happen, but probably never will (low)
Kill or cause permanent disability or death	1	1	2	3
Long term illness or serious injury	1	2	3	4
Medical attention and several days off work	2	3	4	5
First aid needed	3	4	5	6
<p>The numbers can help to show you: How severe the risk is;</p> <ul style="list-style-type: none"> • Whether any existing control measures are effective; • What action you should take to control the risk; and • How urgently the action needs to be taken. <p>The most severe risks are rated 1. These risks must be controlled immediately.</p> <p>The least severe risks are rated 6. These risks should also be controlled but it is less urgent.</p>				
<p style="text-align: center;">Legend</p> <p>1 Extreme risk; deal with the hazard immediately</p> <p>2, 3 and 4 Moderate risk; deal with the hazard as soon possible</p> <p>5 and 6 Low risk; deal with the hazard when able.</p>				