



The  
Wendover  
Swimming  
Pool

# The Wendover Swimming Pool Risk Assessment

Version: 20180821.06

21<sup>st</sup> August 2018

Document Confirmation Code:

**20180821.06.MDFKPD**

The Document Confirmation Code must be entered by the hirer at the hirer's account page at:

<https://www.wendoverswimmingpool.co.uk/my-account/>

By entering the Document Confirmation Code, the hirer is indicating that they have read this document, and that they accept its contents.

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## The Wendover Swimming Pool Risk Assessment

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Although the following risks are not a complete assessment of all the risks that are appropriate, they represent the most significant risks that Wendover Swimming CIO and all its hirers should be aware and also who must accept and prepare management or mitigation strategies given they have responsibility/duty of care during their pool hire session(s.)

In their nature, risks are concerns we must live with but, by a pro-active approach and ongoing oversight, we can ensure that either the likelihood and or impact are reduced. This is certainly paramount for any health and safety concerns for pool users or operators, but also for the continuity of the pool as a community asset.

The following acronyms are used in this document which relate to other key documents that must be consumed, accepted and respected by pool hirers:

EAP: Emergency Action Plan

NOP: Normal Operating Plan

Whether the response to an emergency, or the approach that must be applied to actively manage pool sessions (such as ensuring adequate Life Guard and First Aid support), these documents are key to the safe use of the pool and wellbeing of users and operators. In all risks presented below, the managing and mitigation activities can be found in these documents. Further information is provided with each risk to clarify the meaning or context. The likelihood and impact are also presented so as to gauge significance and stimulate ongoing management. It should be noted that, although some risks may have a low likelihood, given the impact upon realisation such as to health and safety, they should still be actively considered and managed.

*This document is not intended to replace or supersede any risk management strategy or process of any pool hirer, but to ensure that at least the key or critical concerns are socialised and accepted prior to hire of the pool.*

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<b>#1: Hirers do not accept or even acknowledge hirer agreements therefore Hirers may not be aware or prepared to follow emergency procedures and operating practices putting pool users or the pool continuing operation at risk</b>	<b>Likelihood</b> Low	<b>Impact</b> High
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In addition to the Hire Agreement, this includes the EAP, NOP and Risk Assessment (this document) where hirers must consume and accept all documents prior to use of the pool.

This also includes acceptance of any updates to the various documents especially where there are substantive changes. Not accepting documents or updates, can lead to risks such as assumed emergency response or where actions contradict or compromise latest working operating procedures.

<b>#2: Hirers do not have appropriate Public Liability Insurance and or Professional Indemnity Insurance thereby leaving Wendover Swimming CIO exposed</b>	<b>Likelihood</b> Low	<b>Impact</b> High
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The Hire Agreement stipulates that Hirers must have appropriate Public Liability and Professional Indemnity Insurance such as would cover damage to equipment or the facility, loss of items by users or injury to or death of any person using or at the facility during hire sessions.

This Insurer details such as the policy number(s) and expiry dates must be provided prior to pool use to the Trustees.

<b>#3: Insufficient Life Guard or First Aid support leaves pool users at risk</b>	<b>Likelihood</b> Low	<b>Impact</b> Critical
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In the event of single or concurrent incidents, groups that run sessions, whether Wendover Swimming CIO or Hirers, must have adequate support strategies in place to cover incidents both in and outside of the pool.

This concern is especially acute where there are significant numbers using the pool such as when the pool is at maximum occupancy.

<b>#4: Inadequately trained Life Guards or First Aiders leaves pool users at risk</b>	<b>Likelihood</b> Low	<b>Impact</b> Critical
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Beyond a visual assurance to pool users, inadequate training introduces significant risk in the event of an incident in the individuals being able to effectively respond and address. Incidents could escalate if not managed effectively or in a timely manner, or, there may be additional or magnified threats to not only the initial/local concern, but to other pool users.

In addition to ensuring any staff or representatives supporting sessions hold a qualification from a relevant recognised organisation, it is expected that all groups running sessions, ensure that their staff or representatives running or supporting sessions will be familiar with the NOP & EAP prior to being engaged in sessions.



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<b>#5: There is a serious injury to a swimmer that, without attention, would bring a serious threat to health or life</b>	Likelihood Low	Impact Critical
<p>This relates to an accident in the pool, on the poolside, or elsewhere on the premises that would result in a potentially serious injury requiring assessment, appropriate first aid treatment and potentially the involvement of Emergency Services.</p> <p>The EAP sets out responses to various scenarios therefore in depth familiarisation of groups that use the pool with this document and acceptance is paramount.</p>		

<b>#6: A casualty is discovered in the water that, without attention, would bring a serious threat to health or life</b>	Likelihood Low	Impact Critical
<p>As for the previous risk above, this relates to an accident in the pool or on the poolside requiring assessment, appropriate first aid treatment and potentially the involvement of Emergency Services.</p> <p>Review and acceptance of the responsibilities of the Hire Agreement as well as specifically the EAP and NOP documents is paramount.</p>		

<b>#7: A fire in or around the pool building requires an emergency evacuation</b>	Likelihood Low	Impact Critical
<p>As for previous risks, consumption and acceptance of the EAP is essential so that not only Hirers, but the "Person in Charge" through to individual Life Guards and First Aiders are aware of the emergency evacuation procedure including the evacuation points.</p>		

<b>#8: Water clarity deteriorates to significant degree where it may be suspected that the water is contaminated or at least presents a potential or perceived threat to pool users</b>	Likelihood Low	Impact Medium
<p>There are various (automated and manual) water and chemical monitoring equipment and activities that have been implemented and supported by regular operating practices of the pool. Hirers can therefore be assured pro-active measures are in place for early detection or prevention of any issues.</p> <p>Any concerns when using the pool should be immediately reported to the Trustees so that it can be investigated as a priority, but so as the continued safe use of the pool by others can be assessed. This includes the option to suspend use of the pool until clarity returns to its appropriate levels and any underlying cause has been resolved/removed.</p>		



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<b>#9: There is a gross contamination of the pool that potentially introduces a risk to pool users</b>	<b>Likelihood</b> Medium	<b>Impact</b> High
<p>This includes incidents in the water involving blood, urine, vomit or faecal matter.</p> <p>The EAP sets out the appropriate response including, and if appropriate, pool usage to be suspended until the cause of the contamination has been dealt with and the water cleaned/cleared.</p> <p>In such circumstances, re-opening can only be approved by the Trustees as not only the impact on the current pool usage must be considered, but also any subsequent pool hirers.</p>		
<b>#10: A structural failure on the site or broken or damaged equipment/fixtures presents a risk to health and safety of pool users or its operation</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>Causes could include some failure in the building structure such as the removable roof section, but could also include any building or contents that could result in potential physical threat to swimmers, spectators or those supporting sessions.</p> <p>The EAP states the appropriate response that includes closing the building until the Trustees can respond, consider and remediate the concern.</p>		
<b>#11: Alcohol consumption or other inappropriate activities around the side or in the pool placing individuals, other pool users and/or the facilities at risk</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>Although it is assumed that hirers will have a zero tolerance policy to concerns such as alcohol use on the premises, it is expected that the session "Person in Charge" (refer to the Hire Agreement) will ensure the safety of all pool users, operators, and the operation/integrity of building facilities.</p>		
<b>#12: Someone with disability/special needs is not dealt with safely</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>If hirers have such concerns then it is expected that they will have adequately trained staff and support, e.g. whom are trained in operating the Disability Access Hoist if needed.</p>		
<b>#13: Risk that the groups that use the pool exceed the maximum capacity stipulated in the NOP</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>It is expected that Wendover Swimming CIO or Hirers will adhere to the capacity stipulations in the NOP with the "Person in Charge" pro-actively managing demand/use within a hire session. Any such infringements or concerns reported to the Trustees will be taken seriously with the continued use of the pool by the hirer reviewed.</p>		



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<b>#14: Risk of drowning, e.g. hair caught in sumps</b>	<b>Likelihood</b> Low	<b>Impact</b> Critical
<p>This is very low risk but is still a concern that should be considered by any hirer of the pool, e.g. response, recovery and support/backup in the event that an life threatening incident occurs in the pool that requires immediate response from either the life guard and/or first aider (and articulates the risk referred to elsewhere in this document of having poor oversight or adequate incident support around the pool side.) Any incident must be recorded in the Accident Book to ensure circumstances and actions taken are captured for any subsequent investigation or review.</p>		

<b>#15: Risk of injury e.g. due to swimmer not following pool disciplines</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>The NOP articulates the requirement for effective management and controls of users of the pool during hire sessions. The groups must insure effective session management and incident response. Any incident must be recorded in the Accident Book to ensure circumstances and actions taken are captured for any subsequent investigation or review.</p>		

<b>#16: People working or supporting a swim session are overwhelmed by a rapidly escalating situation, and do not have help on hand to resolve.</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>Hirers must ensure that the "Person in Charge", lifeguards or first aiders are able to manage and control situations that may involve a complicating or escalating incident or where there may be concurrent incidents. In the event there is a single person in charge / supporting pool users safety, a single incident may render them unable to manage other pool users, e.g. for evacuation, through to them being unable to leave the vicinity of the incident such as to contact emergency services. Hirers should consider effective backup, support and escalation procedures.</p>		

<b>#17: Hirers do not record pool usage through session logs therefore the Plant Manager is unable to assess effective chemical management</b>	<b>Likelihood</b> Low	<b>Impact</b> Medium
<p>The NOP stipulates hirers should complete the session logs in the "Blue Folder" so that, not only the correct proportion of chemicals can be determined to keep the pool within safety limits, but also so that they can assess whether the plant equipment is not being placed under undue demand, e.g. through the cumulative demand each day and through the weeks.</p>		



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<b>#18: A chemical spillage or leak on the site leads to water safety concerns/hazards or toxic gases</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>Any chemical spill will require immediate action and may require pool usage to be suspended as the concern may represent a health and safety risk. If this is significant, the swimming pool must be evacuated; neighbouring facilities must be alerted; and the emergency services called (where any Hirer representatives managing the session would be expected to be responsible for.)</p> <p>There are various policies implemented for the safe handling, storage and disposal of chemicals and this is not something that Hirers would be expected to participate or be impacted.</p>		

<b>#19: Challenges with the overlap of sessions by different hirers in use of the changing rooms</b>	<b>Likelihood</b> High	<b>Impact</b> Med
<p>Although Hirers have exclusive use of the pool for their session, exclusivity is not applicable to the facilities such as foyer or changing rooms. If sessions by different hirers follow on closely, there may be times when changing rooms are in use by multiple groups. This can create challenges in usage through the handover of the facilities as well as overlapping of responsibilities for users, personal property or health and safety concerns etc. In such cases, the hirers concerned are expected to ensure that there is mutual respect for those completing or starting sessions in the spirit of this community facility.</p>		

<b>#20: Hirers do not ensure the pool is left in a fit or secure state for subsequent use thereby leaving the facilities in a poor state or the building insecure</b>	<b>Likelihood</b> Low	<b>Impact</b> Med
<p>The NOP details responsibilities of the Hirer for relevant aspects of building access and security which if not respected, may leave users or the facility itself at risk. The NOP also details responsibilities of the hirer for ensuring that the facilities are left in a state as they would expect to find, e.g. clearing and cleaning changing rooms so that they are free from hazards such as excess water.</p>		

<b>#21: Hirers do not adequately train their representative in safeguarding therefore creating risks to minors or those vulnerable</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>The Hirer is expected to ensure any staff or representatives are either trained or familiar to a suitable level appropriate for the users of their sessions. This also include Criminal Record Bureau or similar statutory disclosure if applicable for any staff working for or on behalf of the hirer prior to any hire sessions.</p>		



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<b>#22: Users entering the pool from the changing room end may not be clear that they are approaching the deep end which may be an issue for individuals with limited swimming abilities</b>	<b>Likelihood</b> Low	<b>Impact</b> High
<p>Hirer or their representatives in charge of individual sessions should make the layout and depth profile clear to their Customers/Users and/or point to the warning signage around the pool.</p> <p>For example, the first possible point of entry where users immediately come to is 2.1M deep. Any children or individuals needing assistance in any form should be navigated past this to the shallow end where it is 0.8M deep.</p>		

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### Version Control

Version	Date	Author	Notes
20150204.01	4 <sup>th</sup> Feb 2015	Peter Chaplin	First release
20150204.03	28 <sup>th</sup> Aug 2015	Simon Haywood	Addition of Confirmation Code
20180821.06	21 <sup>st</sup> Aug 2018	Iain Matheson	Risk review and additional risks for any groups running sessions at the pool