



Hydrotherapy Pool Policy

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Headteacher: Sarah Kitching		
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Legislation that relates to this Hydrotherapy Policy

HSE document “Managing Health and Safety in Swimming Pools”.

<https://www.hse.gov.uk/pubns/books/hsg179.htm> :Last updated February 2024 specific industry guidance listed below:

The Pool Water Treatment Advisory Group (PWTAG) Code of Practice (www.pwtag.org);

The Swimming Pool Water Book (www.pwttag.org); PWTAG Technical notes (www.pwttag.org);

The European Standard EN 13451 Swimming pool equipment (Parts 1–11); Sport England Design Guidance Note for Swimming Pools (www.sportengland.org);

Sport England Appendix 1: Pool Types and Technical Design Issues (www.sportengland.org); Introduction Health and safety in swimming pools Page 5 of 60 Health and Safety Executive Sport England Appendix 2

Servicing the Building (www.sportengland.org);

Sport England Appendix 3: Construction and specification considerations (www.sportengland.org); Sport England Appendix 4: Improvement and alterations to existing swimming pools (www.sportengland.org); Sport England Appendix 5: Further Information (www.sportengland.org).

The Management of Health and Safety at Work Regulations 1999 (MHSWR)3 <https://www.legislation.gov.uk/ukxi/1999/3242/contents>

The guidance contained in this Hydrotherapy Pool Policy is based on the above documentation and specifically: The HSE document “Managing Health and Safety in Swimming Pools”. It also takes into account as a pool operator, The Management of Health and Safety at Work Regulations 1999 (MHSWR)3, which articulates that an assessment of the risks which may affect employees, and others, as a result of the activity, must be carried out.

Everyone involved in the provision of hydrotherapy at Hollywater is made aware of all guidelines and procedures to ensure the safe and effective use of pool facilities at all times. It is a requirement, that all staff and service users in the school, who use the hydrotherapy pool, must read a copy of this policy before using it and adhering to its content.

The Hydrotherapy Pool Policy provides:

- guidance on the control of pool health and safety risks and maintaining a safe plant and the required equipment
- guidance on safe handling and use of pool substances
- information, instruction and supervision for employees and records the need to ensure all have adequate training
- maintain safe and healthy working conditions and to review and revise this policy at regular intervals

HYDROTHERAPY POOL DIMENSIONS	
DIMENSIONS	6,000MM X 4,000MM
WATER VOLUME	25,00 LITRES TBC
POOL DEPTH	1,20MM
CIRCULATION FLOW RATE	23M3/ HOUR
FILTER BACKWASH FLOWRATE	39M3/HOUR
UNDERWATER LIGHTING	50W HALOGEN TBC
FINISHES	GLASS TILES
TEMPERATURE	34C TBC
PURIFICATION SYSTEMS	eZetrol Plus

LEAD PERSONNEL

Headteacher	Maria- Brigid Ryan
Training Lead/Deputy Head	Sarah Kitching
Pool Maintenance	Chris Bryant
Pool Testers Qualified:	Sam Pynigar

RATIONALE FOR HYDROTHERAPY

The pool is used where access to a public swimming pool is deemed inappropriate due to size temperature, changing facilities and environment. The pool is used to meet all pupils' therapeutic needs and maintain their wellbeing. We aim to provide: □ opportunities for pupils to explore their environment and develop confidence in the water

- opportunities for freedom of movement, balance, weight-bearing and coordination
- physiotherapy routines, circulation, exercises and toleration of touch
- the development of communication skills and a safe environment for fun and relaxation
- access to learning through sensory programmes in the pool
- post-operative support when required

ACCESS TO HYDROTHERAPY

The pupils' health/medical/behavioural suitability for hydrotherapy must be thoroughly assessed before consideration of any hydrotherapy programmes. Any moving and handling issues must be risk-assessed by the Moving and Handling Coordinator and class teacher and an appropriate programme made available to all staff via the NHS Physiotherapist or NHS Occupational Therapist assigned to the school. Students may be referred to the Multi - Disciplinary Team (MDT) for consideration of this therapeutic intervention.

The pupils' confidence should be taken into account and if appropriate a IPBMP / PHP written with support, if needed in consultation with the Behaviour Lead and class teacher.

The session lead must have full knowledge and understanding of the pool use, safety and evacuation procedures and will be responsible for the health and safety of the session They will also ensure there is an appropriate staffing level, depending on the ability and safety requirements of the group. Staff should be aware of the social, psychological and cultural implications of the pupils and staff involved in the session.

All school staff will attend relevant pool training pertinent to working within the pool, in the pool area and they must read the policy. Training must include pool safety, pool evacuation, emergency/fire evacuation, health and safety and manual handling.

Risk Assessments should be completed for each student accessing hydrotherapy pool who are under the guidance of the relevant NHS Physiotherapist who designs the hydro programme with input from the NHS Occupational Therapist attached to the school and with reference to the School Nursing Team and Lead for Manual Handling.

FACTORS AFFECTING ACCESS TO HYDROTHERAPY

For advice on all these areas please consult with Multi-Disciplinary professionals in the school prior to including pupils in hydrotherapy sessions.

- Poor respiratory competence or medical instability (i.e. children on medicines causing loose bowel movements).
- Infections such as fungal, bacterial or viral.
- Where moving and handling equipment or facilities are not safe for access [e.g. no hoist].
- Allergies to chlorine, eczema, asthma attack, prior to the session, uncontrolled seizures. Invasive tubes which cannot be covered.

STAFF RESPONSIBILITIES

All staff have a duty of care that operates for any activity in which pupils are involved; staff cannot transfer that duty of care to anyone else. In relation to swimming, this means that

the Hydro Lead/SENCo will ensure the appropriate planning and risk assessments are in place to ensure:

- There is a correct ratio of staff to pupils.
- Pupils are appropriately supervised when changing, and the schools' intimate care policy is followed.
- Pupils are under control at all times.
- Normal and emergency procedures are understood.
- They have an overview of all pupils while in the pool.
- They set objectives and know what progress their pupils are making with their swimming or other skills while in the pool.
- Ensure that no glass is brought into the pool area.
- Ensure that where possible no jewellery is worn in the water.
- Ensure pupils and staff have access to water or suitable liquids after their session.
- Ensure only trained staff use the hoists.
- Ensure risk assessments are read, understood and signed off by all staff.
- Ensure entry and exit to the pool is safely carried out.
- Report any faulty equipment or hazards to the appropriate personnel (Hydro Lead, SENCo, Site manager).

HEALTH & SAFETY

Overall responsibility for the safe use of the pool rests with the Headteacher, who must ensure procedures are in place for:

- The plant room, testing water and chemical treatment.
- Cleaning the pool and pool area and access to the pool.
- Regular maintenance and servicing of specialist equipment
- Emergency procedures including evacuation in the event of fire.
- Risk assessment of the pool
- Supply of appropriate First Aid Kit
- Access to appropriate training for staff who use the pool.
- Rehearsal of an evacuation from the pool to be undertaken by staff at least once a term to develop staff confidence in a live emergency situation.

All staff members and volunteers are required to have an enhanced DBS (or equivalent via the Disclosure and Barring Service as of December 2012).

There must be a minimum of one member of staff trained in First Aid on the premises, and at least one staff member trained in Basic Life Support or holding a nationally recognised award such as an STA Teachers Safety Award.

In the event of an accident occurring which requires first aid, this must be recorded on the accident form. Accidents where a pupil is hospitalised should be reported under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR).

Risk Assessments must ensure that each session is staffed by competent people able to make productive decisions in any eventuality. Those involved in the sessions must ensure that they have read and understood the risk assessments. Risk assessments will always be submitted to the Hydro Lead or member of the Leadership Team for approval. Staffing levels may need to be increased if appropriate, or session times changed in order to respond to the situation on the day.

MEDICAL GUIDANCE

Specific medical guidelines are to be available for pupils who have medical conditions such as diabetes, epilepsy, require suction, etc. and these must be incorporated into their Risk Assessments.

If a pupil has a seizure whilst in the water they should be supported safely, away from the edge of the pool, and removed from the water once it is over. Then the pupil can be removed to the poolside by e.g. staff transfer, hoist (as deemed safe and appropriate on each individual occasion) and the pupil placed in the recovery position on a mat or changing bed.

If a pupil is prescribed emergency medication e.g. Buccal Midazolam, suction, this must be accessible to them during the session. The School Nurse should be called immediately if the child experiences a seizure whilst in the Hydro Pool area, via radio. Pupils initials should be used to call for assistance via the radio as well as brief explanation as to what is happening and where the pupil is, e.g. pool area.

Emergency medication will be administered by the school nurse. In accordance with medical advice, pupils who have gastrostomy tubes or catheters must have them covered with the correct onsite dressing, before entering the pool.

Judgments on the length of time pupils and staff spend in the pool should be made taking into account the water temperature, air temperature, pupils' medical condition and effects of increased temperature on the circulatory system. However, there is specifically recognised advice which states that no pupil should be in the water longer than 30 minutes during any session.

No staff in the pool area for longer than 1.5 hours without a 15-minute break. Also no one should spend more than 3 hours (in total) in the water on any one day. Staff should decide on very HOT days, as to whether it is safe to use the pool, bearing in mind the air temperature within the pool area. If the air temperature is above 35°C it should be reviewed whether the pool is safe; this is the joint responsibility of the Hydro lead, SENCo and class teacher.

Emergency evacuation is via spinal board and is only undertaken by trained staff.

Risk assessments are carried out for pool exit procedures and are available to be implemented in case of hoist failure.

Infectious skin complaints – should be treated/ covered before swimming can take place. The school may ask that a GP is consulted prior to swimming, in order to safeguard all users, if in doubt the school nursing team should be consulted before swimming. The school reserves the right not to allow a pupil to have hydrotherapy e.g. if they have newly returned from an absence due to illness/surgery this is the responsibility of the SENCo, Nursing team and Hydro Lead. No pupil or member of staff can swim for a period of 2 days following an episode of diarrhoea.

Staff should seek initial advice from the schools' physiotherapist for hydrotherapy sessions, for every pupil that is seen by the physiotherapist. Further advice must be sought if the pupils' physical needs change.

There should be appropriate safe storage of floatation devices, sensory water resources at the end of each session. Other personal swimwear will be sent home with the pupil at the end of the day

EMERGENCY EVACUATION + PROCEDURES

A key role of all staff using the pool is to remove or reduce the chances of pupils getting into difficulty whilst in the water. This requires staff using their training to avoid incidents by early intervention to any given situation. However, when an incident does occur it is important that all staff know how to proceed.

On hearing the fire alarm:

- Pupils/pool-users will be immediately taken out of the pool by spinal board and lifted onto the changing bed and wrapped in dry towelling robes. This may require up to 6 members of staff depending on the pupil.
- Ambulant pupils will exit the pool in a calm and supervised manner following their individual moving and handling risk assessment, they must also be wrapped in survival blankets/towelling robes.
- The Hydro lead/Assistant will sweep the zone and assist in evacuating the pupils from the pool area. Staff will follow the emergency evacuation route leading them to the exit doors, through the opposite classroom and out into the playground area.
- They will only return to the pool area when instructed to by the Chief fire marshal.
- If a fire drill is scheduled, a member of the leadership team will inform the hydro lead. Swimmers may remain in the pool.

Lighting Failure.

- The pool should be cleared immediately and all staff and pupils move to a safely lit area.

Lack of Water Clarity.

- If the water is cloudy or milky, it cannot be used and will be out of order until tests are completed and balance restored. The site officer will need informing.

Chemical Leak

- Air horns will sound for a Chemical Evacuation – Reception will use the paging system to sound the horn.
- Additional horns to be sounded are located in the Staffroom and Deputy Headteacher's office. Marshalls for these areas to activate safety protocols including es to furthest point from the school building.
- Muster point – Life Skills room.

Minor Incident.

- A minor incident is one that can be managed and is not life threatening.
- However, it may result in an amendment of a risk assessment.
- All such incidents must be reported by completing the appropriate accident/incident forms and informing a member of the leadership team.

Serious Incident

If a pupil or member of staff in the water requires medical attention a member of staff in the water will ensure the safety of that person. If there is a suspicion of a spinal injury they will not be moved unless they are face down.

- If a pupil is conscious and safe the hoist may be used to exit the water. If the pupil is unconscious the School Nurse or a First Aider must be called to attend immediately, the child must be removed from the pool the safest way, a minimum of two staff would need to be in the water and staff available on the side. One adult must give the instructions using 'ready, steady, move'.
- School staff have access to and have been trained in the use of an emergency evacuation board. (Pool Extraction Board)
- If a pupil is having a seizure they must be monitored carefully and once the seizure is over, they are to be removed from the pool by staff transfer or hoist if deemed safe. The pupil should then be placed in the recovery position.
- If prescribed, Emergency Medication, such as Buccal Midazolam this must be accessible during the session and administered if needed, as stated in their care plan, by the school nursing team.
- Carry out First Aid procedures until help arrives.
- Breathing and airways need to be monitored carefully in the event of any incident.

- The Spotter will take charge of the evacuation of the pool as necessary and raise the alarm.
- The emergency service will be called by the office if needed.
- As a result of a serious incident a report to Reporting of Incidents, Diseases and Dangerous Occurrences Regulations 1995 [RIDDOR]

Procedures for Dealing with other Incidents.

There may be occasions where staff have to deal with vomit, diarrhoea or faeces. In the case of any of the above the pool should be evacuated and all pupils and staff shower thoroughly. Inform the site officer & Head Teacher immediately.

GUIDELINES FOR SESSIONS

- All pupils require parental permission to use the hydrotherapy pool. All forms will be kept in the pupil's personal details file and also in the main hydrotherapy file in the school office.
- Where possible pupils should bring their own swimming kit from home. However, school can provide kit if it is not sent in. Parents will be asked to provide specialised swimwear for their child if required e.g. pupil is incontinent.
- If costumes are modified for religious or cultural reasons, e.g., covering arms and legs, they must be tight-fitting to prevent becoming water-logged.
- Pupils should be encouraged to use the toilet before entering the pool.
- All staff should wear disposable overshoes while in the pool area.
- No pupil should enter the water unless specifically instructed to do so.
- One member of staff supporting the session must hold a STA Teachers Safety Award.
- An appropriately trained member of staff or parent must remain poolside as "Spotter."
- A 'Spotter' must not have responsibility for supervising pupils on the side. If other pupils need supervision then more adults will need to be poolside.
- They must carry out a visual inspection of life saving resources/devices and ensure the safe use of floats. Pupils must not jump on or stand on floats or swim underneath them.

- The Spotter should be aware of the risk assessments in place for the group.
- The Spotter should report any faults seen to the Premises Manager, Hydro Lead, Finance and Administration Manager and Headteacher.
- All accidents, incidents and near misses are to be recorded on the Accident /VIR form and uploaded and recorded on CPOMs.
- The Hydro Lead/Assistant must not leave the poolside until all pupils have left the water and must also ensure the pool area is vacated correctly before the door is closed and fob locked.
- Training and updates will be identified, arranged and monitored by the Personnel Officer who also keeps training records. Attending training sessions/refreshers is a requirement.
- Staff are responsible for recording behavioural incidents during pool session following the schools' policy.

RISK ASSESSMENTS

- Pupils using the pool must have an individual risk assessment as appropriate, or be part of a group risk assessment.
- This would include looking at hazards, pool competency, behaviour, medical needs; level of support in the water and pool manual handling risks. A copy of the risk assessment should be laminated and taken to pool sessions.
- Staffing levels must be appropriate for the needs of the group.
- Those with complex needs and epilepsy may need 1:1 in the water and must be stated in the pupils@ individual pool risk assessment. Those with very complex needs may require a higher staff to pupil ratio than 1:1.
- Any pregnant staff should have a Risk Assessment to take into account their changed circumstances. A pool with a temperature of 31° C is to be avoided during pregnancy.
- Any damaged, broken or malfunctioned equipment i.e. Hoist, sling, changing bed, lighting is to be reported immediately to the premises manager, business manager and Headteacher.

CLEANING AND MAINTENANCE

- Following the session, the Hydro lead/Assistant must ensure that all service-users have vacated the pool and associated rooms by sweeping the area, lights are turned off and ensure that both the left and right pool entrance doors are closed off via the fob system before vacating the area.

- The Premises Team are responsible for all heating and maintenance. The pool room must be kept closed at all times; areas are accessed by key and a fob system. They are also responsible for the heating of the pool water and the ambient air temperature.
- The Hydro Team are responsible for cleaning the pool.
- The Hydro Lead check functioning of the poolside alarm, Hoist, Air Temperature and water temperature daily before students arrive.
- Chemical balance and safe storage and use of the chemicals needs to be as per instructions and is the responsibility of the trained site staff. The above mentioned procedures can be viewed in the hydrotherapy pool log book and pool maintenance risk assessments.

MONITORING & RECORDING

The Headteacher is responsible for maintaining the following records.

- Appropriate risk assessments.
- Pool safety operation procedures.
- Records of incidents and accidents.
- Records of pool tests.
- Records of pool use.
- Qualifications and training of staff.
- Policies and Procedures.

POOL MANAGEMENT

Access

The entrance to the pool must be locked at all times. There must be adequate signage for exits to ensure safety in an emergency evacuation.

Flooring

All flooring must be slip resistant. The pool areas must be cleaned on a regular basis with appropriate cleaning materials. All users must wear protective footwear over shoes [disposable plastic shoes].

Equipment

There should be adequate safe storage both poolside and in all changing areas.

All flotation aids must be checked by session staff to ensure they are fit for purpose. If not, please report to Headteacher.

Pool beds and changing beds to be wiped down each session by session staff.

All equipment e.g. hoists, should be serviced and maintained through the schools' service level agreement/maintenance contract.

Chemicals

All chemicals and water treatments must be stored away from the pool. There must be adequate disposal facilities for incontinence wear.

Electrical

Appropriate lighting needs to be inset and any faults reported immediately.

The alarm system must be checked regularly.

All electrical standards must be met as for installations and electrical fixtures. BS: 7671 Regulations.

Signage

Ensure there is clear signage for emergency exits and pool depth as appropriate. Also the emergency alarm [if available] and storage.

There should be a clock on the wall visible from pool to ensure session times or timing of a seizure.

Student/s with know seizures patterns should be accompanied by staff with a stop watch to check timings of seizures.

Pool Users

Every precaution should be taken to avoid water contamination.

Pupils at risk of incontinence during a pool session should wear protective swim wear.

Pool contamination via faeces will result in the area being out of action for at least 24 hours. Where possible encourage all pupils to use the toilet before the session.

Pupils with epilepsy should only attend if they are well and their epilepsy well controlled.

Those with emergency medication should have it available with the school nursing team.

Wounds should have waterproof dressing such as Op-site.

Pupils with gastrostomy sites must have them taped before entering the pool.

STAFF ROLES

The Session Leader

The session leader has overall responsibility for the session. They will ensure that they have the hydro plans which have been written by the physio, and ensure that the person in the pool has been trained. They will allocate staff to their role for the session.

The leader will be aware of water quality and temperature, moving and handling procedures, risk assessments, equipment needed, hygiene, incident procedure and who the Spotter is.

The Spotter

One Spotter per session is required. The Spotter must have access to relevant training and updates including basic first aid.

The Spotter is required to observe the session from the pool side. and be aware of any situation which might compromise the session or cause any risk. This then needs to be reported to the session lead.

They should be there as the first pupil enters the water and remain poolside until the last pupil leaves.

The Spotter needs to be able to move around the poolside to view from every angle.

If an emergency occurs the Spotter needs to be vigilant and alert the session lead.

The Spotter then follows instructions from the lead. The Spotter has the evacuation plan and will organise poolside equipment to support the emergency e.g. towel and medication.

The Spotter should be aware of all risk assessments and IPBMP / PHPs.

If there is a casualty, it is the responsibility of the lead to ensure they are lifted from the pool safely and for other staff to ensure safety of the others. If necessary poolside will contact the school office requesting that either the parents are informed or an ambulance is called. A first aider and/or member of the School Nursing Team should be called.

The session lead will ensure the correct reporting forms are completed as soon as possible. There will be a debrief with a member of the Leadership Team.

STAFF AWARENESS

- Be aware of wet floors.
- Be aware of exits and alarms.
- Be aware of equipment in the pool area.
- No outdoor shoes to be worn in the pool area.
- No wheelchairs at the pool side.
- Please shower before entering pool.
- No pupil is to approach the pool side without an adult.
- Pupils must wear flotation aids as appropriate.
- All entry to and exit from the pool must be via steps or hoists.
- If a pupil starts to soil or vomit remove them from the pool as soon as possible. Then clear pool and inform site team.
- No jewellery to be worn in the pool unless it cannot be removed.
- No glass should be brought into the pool area.
- The pool door must be closed during all sessions and after groups leave.
- Staff must be vigilant at all times.

Appendix 1 Hollywater School Blank Risk Assessment – Hydrotherapy Pool

Anacronyms :EAP (Emergency Action Plan) NOP (Hydro Therapy: Normal Operating Procedures.)

What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
Deep/shallow water hazards (drowning, swimmers out of their depth, diving, etc. Drowning from change in water level Drowning from entrapment in grates and filters.						
Contact with contaminated water						
Slips, trips and falls due to uneven or broken paving around the pool surround						

What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
Ingestion of pool water containing pathogens including protozoal parasites						
Electrocution from faulty lighting in the pool						
Unauthorised access to the pool/lack of security						
Lack of training for staff in site specific documents/procedures (NOP/EAP's, policy, etc).						
Poor concentration levels due to length of time on poolside, ill health or working environment (e.g. temperature, humidity, excessive noise, poor ventilation, etc)						

Inadequate management/supervision of lifeguard by the teacher						
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What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
in charge (e.g. pool left unattended by lifeguard, poor positioning of lifeguards)						
Unruly behaviour or misuse of equipment						
Lack of knowledge regarding the pupils e.g. level of competency, swimmers/pupils specific health issues, age and inexperience, children swimming after a heavy meal						

Poor cleanliness of pool play equipment increasing risk of infection/ affecting pool quality						
Manual handling of people or objects						
What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
Inadequate fire safety, first aid or other emergency situation arrangements						

Risk Assessor: Chris Bryant	Signature	Date:
Responsible Manager: Maria-Brigid Ryan	Signature	Date
Date Reviewed	Signature	Role

Appendix 2

Hollywater School Risk Assessment Example – Hydrotherapy Pool

Anacronyms :EAP (Emergency Action Plan) NOP (Hydro Therapy: Normal Operating Procedures.)

What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
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<p>Deep/shallow water hazards (drowning, swimmers out of their depth, diving, etc.) Drowning from change in water level Drowning from entrapment in grates and filters.</p>	<p>All staff who access the pool and surrounding areas All pupils who access the pool and surrounding areas Contractors Any other authorised persons</p>	<p>Appropriate level of supervision for the numbers of pool users Bather load detailed in NOP adhered to all times Depth signs and no running signs displayed around the pool. Signs are checked daily and this is recorded on the daily log sheet. All staff that use the pool, hold a STA level 2 safety award for teachers. Bather load signs displayed on doors. Strict Hydro pool schedule adhered to. Regular checks of equipment and grates.</p>				
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What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
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		<p>No pupil access without supervision</p> <p>Contact available to front desk</p> <p>Arrangements are in place for emergency evacuations of the pool & they are practiced termly with additional assistance available from within the main school building, if required</p>				
Contact with contaminated water	<p>All staff who access the pool and surrounding areas</p> <p>All pupils who access the pool and surrounding areas</p> <p>Contractors</p> <p>Any other authorised persons</p>	<p>NOP and EAP are read understood and adhered to.</p> <p>Four pool readings done daily with a langelier test weekly.</p> <p>Backwash once a week.</p> <p>All staff encouraged to report any contamination with the pool water.</p> <p>Cleaning products are kept away from poolside and kept to a minimum.</p>				

What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
Slips, trips and falls due to uneven or broken paving around the pool surround	<p>All staff who access the pool and surrounding areas</p> <p>All pupils who access the pool and surrounding areas</p> <p>Contractors</p> <p>Any other authorised persons</p>	<p>A member of staff before each use (including toilets & changing areas) will undertake visual inspections of the pool area.</p> <p>Safety rules for the pool area will be displayed and pupils informed prior to entering the pool.</p> <p>Awareness staff are told to be aware of their surroundings within the pool and to report anything big or small to the PPO.</p> <p>Good housekeeping: do not leave anything lying around and please put all equipment back after use. (This will be monitored by the PPO and reported to the responsible manager)</p>				

Ingestion of pool water containing pathogens	All staff who access the pool	NOP and EAP are read understood and adhered to.				
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What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
including protozoal parasites	and surrounding areas All pupils who access the pool and surrounding areas Contractors Any other authorised persons Cryptosporidium and Giardia that can cause gastroenteritis	our pool reading done daily with a langelier test weekly. Backwash once a week. All staff encouraged to report any contamination with the pool water. Cleaning products are kept away from poolside and kept to a minimum.				

Electrocution from faulty lighting in the pool	All staff and Students who access the pool.					
Unauthorised access to the pool/lack of security	All staff who access the pool and surrounding areas All pupils who access the pool	Ensure that pool area is locked and secured against unauthorised access. The pool can only be accessed with a programmed key fob that only				

What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
	and surrounding areas Contractors	a few members of staff have access to. Pupils do not have access to key fobs. All doors are checked daily for faults. Signage on doors stating they must be secure at all times. Staff encourage to check doors are secure if they walk passed.				

Lack of training for staff in site specific documents/procedures (NOP/EAP's, policy, etc).	All Staff who access the pool and surrounding areas	All staff who use the pool, hold a STA Award in level 2 teacher safety award.	Should there become an issue more staff will be assigned certain roles to accommodate this level of training. New PPO needed to make sure we have 1 PPO on site at all times while the pool is in operation	MBR/ SK/CS	ASAP	
	All Pupils who access the pool and surrounding areas	We have 3 members of staff who holds a Pool Plant Operator Level 3 certificate and 2 members on site who are Risk Assessors. We have 1 member of staff on site who is a COSHH Assessor.				

What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done

<p>Poor concentration levels due to length of time on poolside, ill health or working environment (e.g. temperature, humidity, excessive noise, poor ventilation, etc)</p>	<p>All staff who access the pool and surrounding areas</p> <p>All pupils who access the pool and surrounding areas.</p> <p>Contractors</p> <p>Any other authorised persons</p>	<p>No members of staff spend more than 1 ½ hours in the pool area at any one time. Regular breaks are taken, water is available and strict procedures are in place to ensure the safety of staff.</p> <p>The maximum of bodies in the pool at any one time will be 8. 132 is the maximum bodies allowed in the pool in a day.</p> <p>A sign is clearly displayed on the wall in the pool area.</p>				
<p>Inadequate management/supervision of lifeguard by the teacher in charge (e.g. pool left unattended by lifeguard, poor positioning of lifeguards)</p>	<p>All staff who access the pool and surrounding areas</p> <p>All pupils who access the pool and surrounding areas.</p>	<p>All staff that use the pool hold a level 2 safety award for teachers.</p> <p>Spotter is on the side of the pool facing the bather and water with an unimpeded view.</p>				

What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
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		<p>2 staff are in the water during a hydrotherapy session.</p> <p>We have an emergency pull cord if emergency help is required.</p>				
Unruly behaviour or misuse of equipment	<p>All staff who access the pool and surrounding areas</p> <p>All pupils who access the pool and surrounding areas.</p> <p>Contractors</p> <p>Any other authorised persons</p>	<p>Staff inform pupils of safety rules and they are clearly displayed around poolside. All staff are aware of all pool rules.</p> <p>Visuals and Social stories used to communicate need for safety and behaviour expectations in the water.</p> <p>Damaged equipment is repaired or replaced ASAP.</p> <p>No pupils allowed without supervision.</p> <p>Pull cords available as and when needed.</p>				

What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
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<p>Lack of knowledge regarding the pupils e.g. level of competency, swimmers/pupils specific health issues, age and inexperience, children swimming after a heavy meal</p>	<p>All staff who access the pool and surrounding areas</p> <p>All pupils who access the pool and surrounding areas.</p> <p>Contractors</p> <p>Any other authorised persons</p>	<p>Any pupils accessing the pool do not enter the pool for at least an hour after lunchtime.</p> <p>All staff are aware of any pupil with a health issue before they come to hydrotherapy.</p> <p>We keep no emergency medications poolside, in an emergency the pool alarm will be pulled/pushed and the school nurse will attend.</p> <p>Although we don't have curriculum swimming, we do have water confidence sessions for Year 6 students who are unable to access the sessions as part of the Year 6 statutory requirement at the Whitehill and Bordon Leisure Centre.</p> <p>If students require this support the DHT and Pool staff team will meet to discuss the delivery of Year 6 Swimming Sessions.</p>				
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What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
Poor cleanliness of pool play equipment increasing risk of infection/ affecting pool quality	All staff who access the pool and surrounding areas All pupils who access the pool and surrounding areas.	All pool equipment is cleaned after every use, inspected and cleaned once a week (this is recorded on the weekly log sheets)				
Manual handling of people or objects	All staff who access the pool and surrounding areas All pupils who access the pool and surrounding areas. Contractors Any other authorised persons.	All staff who use hoists are trained and refresher annually. No member of untrained staff is permitted to use the hoists. Manual handling is looked at on an annual basis and basic training is given				

Inadequate fire safety, first aid or other emergency situation arrangements	All staff who access the pool	No first aid equipment is kept on poolside. If there is a medical emergency the				
What are the hazards?	Who might be harmed and how?	What are you already doing (existing Control Measures)?	Do you need to do anything else to manage this risk (Additional Control Measures)?	Action by whom?	Action by when?	Done
	and surrounding areas All pupils who access the pool and surrounding areas. Contractors Any other authorised persons	emergency alarm cord is activated and the nurse and/or first aid trained staff will attend. One member of staff that use the pool for a dedicated session must hold a STA Award level 2 safety award for teachers. EAP is displayed and is drilled termly. Emergency lights, fire alarms and any fire rescue equipment are checked on either a daily or weekly basis and recorded by the site manager. Fire alarm evacuation drill is done on a termly basis.				

Risk Assessor: Chris Bryant	Signature	Date:
Responsible Manager: Maria-Brigid Ryan	Signature	Date
Date Reviewed	Signature	Role

Action Plan for Risk Assessment

Next review	Date	Risk Assessors	Sign

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Action Plan to be completed based on the findings of the risk assessment. The following actions are to be undertaken to reduce the risk level as far as reasonably practical and to ensure that all of the standard controls and local arrangements are in place.

No.	Hazard not fully controlled	Performance Status	Action required	Person Responsible	Target Date	Date of Completion
		High				
		Medium				
		Low				
1.	Only 2 persons trained as a PPO	Medium	Get an additional person to complete PPO training	EC Training Manager	June 2024	June 2024 – SP (LSA Hydro lead)
2.						
3.						
4.						
5.						
6.						
7.						
8.						
Responsible Manager			Signature		Date	

