

<b>Facility:</b> Kernow Hydro	<b>Date:</b> 17 <sup>th</sup> July, 2020	<b>Completed By:</b> Fiona Louise Myers
<b>Risk Assessment:</b> Generic and Specific to 'Adult & Child' Swimming Lessons	<b>Reference No:</b> C19001	

List significant hazards and how people may be harmed	List groups of people who are at risk from the significant hazards identified	List existing control measures or note where the information may be found	Further action required to control risk Y / N (list actions at end)
Contracting COVID-19	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>Customers are informed if they, or a member of their household, has, or have, any signs or symptoms of COVID-19, they are not to enter the swimming facility or attend swimming lessons.</li> <li>Anyone with COVID-19 symptoms such as:               <ol style="list-style-type: none"> <li>A new continuous cough</li> <li>A high temperature</li> <li>A loss of, or change to sense of smell or taste</li> </ol>               Are advised to stay at home and self isolate in line with government guidelines             </li> <li><a href="https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/?fbclid=IwAR1PwxVCSjIY5ksVSHTpuR6B72_A8JDcxPsxHoCw2gvgmcMbtJCKwhfpkks">https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/?fbclid=IwAR1PwxVCSjIY5ksVSHTpuR6B72_A8JDcxPsxHoCw2gvgmcMbtJCKwhfpkks</a></li> <li>Guidance added to EAP and advertised on website, social media etc.</li> </ul>	N
COVID-19	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>Appoint a COVID-19 officer</li> <li>Communicate the nominated COVID-19 officer to staff and customers</li> </ul>	N
COVID-19 – Teacher protection	Staff	<ul style="list-style-type: none"> <li>Training plan created to update all staff on new policies, procedures, and methods of class delivery. Practical guidance provided in terms of how to adapt lesson plans and still meet lesson criteria</li> <li>Training provided in an online /virtual format to reduce unnecessary face to face contact</li> <li>Swim teachers, lifeguards and swim school staff</li> </ul>	N

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		<p>trained on COVID-19 awareness, employee safe workplace practices, for hand washing and staying at home if ill and reporting illnesses</p> <ul style="list-style-type: none"> <li>• A meeting is undertaken with teachers within the first few weeks of swimming lessons restarting so that practices and procedures can be reviewed and appropriate adaptations or amendments can be made as necessary</li> <li>• Health screening of employees and/or swimmers is conducted and an enforcement plan developed with protocols for known or suspected COVID-19 cases. Staff in older age categories or with underlying health problems may require individual risk assessments.</li> <li>• Teachers arrive for work already changed and to avoid using the changing facilities and public lockers if possible.</li> </ul>	
Physical Environment – entrance to/and on poolside (including observation areas)	<p>Staff Customer – Adult Customer - Child</p>	<ul style="list-style-type: none"> <li>• Provision of signage to indicate entry/exit to pool hall including any revisions to one way systems introduced.</li> <li>• Social distancing is observed on poolside and observation areas and throughout change-over of lessons.</li> <li>• New system ('new norm') to be clearly communicated before restarting swimming lessons i.e. website, social media, posters, learn to swim software / portals, etc.</li> <li>• Parents/guardians arrive with their child/children 15 minutes early in the first week so that site specific briefings on the 'new norm' can be explained. Particular attention is paid to trying to avoid children needing the toilet, ensuring hats are on prior to the lesson, goggles are adjusted,</li> </ul>	N

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		<p>children do not attend if unwell etc.</p> <ul style="list-style-type: none"> <li>• Parent/guardians (as spectators) are not permitted on poolside during lessons, limiting one parent/guardian per swimmer (including limit on accompanying siblings where possible)</li> <li>• Lifeguards, teachers, assistants are trained to enforce the social distancing rules</li> <li>• Areas on poolside are designated for specific lessons with social distancing markers to stop cluster gatherings on poolside (such as use of floor markings)</li> <li>• Hand gel / hand washing facilities on entry/exit of poolside, changing rooms, observation/spectator areas for staff, swimmers and spectators</li> <li>• Face mask coverings to be worn in observation areas. These are available for purchase if required</li> <li>• Furniture in observation areas is spaced at least two metres apart and is cleaned regularly.</li> </ul>	
Overcrowding – possible transmission of CV-19 between staff (teachers and lifeguards).	Staff	<ul style="list-style-type: none"> <li>• Overall pool layout reflects if more than one swimming teacher is on poolside. Where practical, each to teach from alternate sides of the pool and for teachers are assigned to the same section of the pool for the duration of their shift to maintain the recommended social distance (including between teacher and teaching assistant).</li> <li>• Consideration is given to appointing a 'floating' member of staff (with appropriate PPE) who troubleshoots any problems such as children needing the toilet, goggle adjustments, hats, tying back hair, anxious children etc. to reduce the need for teachers/assistants to breach social distancing</li> <li>• Supervision and number of lifeguards is defined for each lesson (may need to reconsider lifeguarding</li> </ul>	N

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		<p>arrangements if previously relied on rescue test for teachers).</p> <ul style="list-style-type: none"> <li>Swim schools categorise their class levels into:               <ol style="list-style-type: none"> <li>Low</li> <li>Medium</li> <li>High exposure risk levels</li> </ol> </li> <li>PSOP to reflect any changes (not all classes/levels present the same risk). Revised teacher:swimmer ratios are determined and included within revised guidance and lesson plan documents.</li> <li>The amount of lessons which occur at the same time are reduced, in order to achieve social distancing in the water. Start times are staggered.</li> <li>Lesson plans have been developed to reduce/inhibit face-to-face teaching within social distancing guidance</li> <li>Class sizes are reduced to ensure social distancing of two metres.</li> <li>Lesson duration is reduced to include safe change-over time.</li> <li>Sinking discs and/or dive rings are used to indicate pool space allocation on pool floor for swimmers and groups.</li> </ul>	
Risk of drowning	<p>Staff Customer – Adult Customer - Child</p>	<ul style="list-style-type: none"> <li>The preservation of human life takes precedent. If a swimmer is in difficulty, a lifesaver must respond quickly and where required, perform CPR (see COVID-19 CPR protocols from the UK Resuscitation Council)</li> <li>Where no lifeguards are present, teachers to refer to latest RLSS guidance (it is the view of Right Directions that a lifeguard should always be present in light of current pandemic circumstances).</li> </ul>	N

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Risk of drowning or injury as a result of inadequate supervision of children or weak and non-swimmers by an adult.	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>• Ratios are restricted to one adult to one child</li> <li>• Adults who are supervising the children within lessons are encouraged to take responsibility for their children’s safe behaviour</li> <li>• Teachers always keep a woggle to hand, so a reach rescue can quickly be administered.</li> </ul>	N
Risk of drowning or injury due to inadequate lifeguarding or failure to spot a child or adult in difficulty	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>• Lifeguard numbers are defined as a result of pool surface area, depth (including any abrupt changes).</li> <li>• Lifeguard zone visibility tests (LZVT) are conducted to confirm lifeguard numbers and positions are suitable and lifeguards are able to apply 10:20 rule when undertaking a rescue.</li> <li>• Lifeguards numbers confirmed within PSOP.</li> <li>• Lifeguards are trained in NOP, EAP and PSOP.</li> <li>• Technology (drowning detection systems) is used to supplement lifeguards</li> <li>• Pool alarms are in place and tested daily</li> <li>• Pool rescue equipment is in place and is checked daily</li> <li>• Child admission policy reflects any changes as a result of the COVID-19 guidance and clearly displayed within facility and on website</li> </ul>	N
Personal Injury / First Aid – access and availability to first aid equipment	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>• First aiders have easy access to gloves, face masks, eye protection, screens and CPR pocket mask, face shields, bag-valve mask</li> <li>• Adequate supplies of PPE are available</li> <li>• Staff to be updated on latest COVID-19 guidance with adequate training and awareness relating to first aid</li> </ul>	N
Personal Injury – entry/exit from the pool (carrying a baby/assisting a child)	Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>• Signage – pool rules</li> <li>• Good housekeeping</li> </ul>	N

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		<ul style="list-style-type: none"> <li>Pool layouts such as access to the swimming pool where the lesson is to be taught has been considered and communicated to teachers</li> <li>Safety consideration to parent/adult entering/exiting the water holding a baby to be given. If necessary, the teacher (having sanitised hands and wearing a face mask) may need to pass the baby into and out of the water to the parent/guardian</li> </ul>	
Emergencies	Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>BVM in place</li> <li>Appropriate rescue equipment in place</li> <li>EAP</li> <li>Pool alarms tested on a daily basis and serviced regularly (twice per annum as a minimum).</li> </ul>	N
Other Medical Conditions	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>Terms and conditions of swimming lessons to require parent/guardian to inform receptionist/swim school coordinator of any medical conditions</li> <li>Swim teachers are informed of any class participants with medical conditions (and lifeguards are made aware also). Medical conditions are recorded on learn to swim software / portal as appropriate.</li> </ul>	N
Risk of Missing or Lost Child	Customer - Child	<ul style="list-style-type: none"> <li>Access control</li> <li>Safeguarding training for staff</li> <li>Children from the lessons are not permitted to leave poolside unaccompanied</li> </ul>	N
Safeguarding	Customer – Vulnerable Adults Customer - Child	<ul style="list-style-type: none"> <li>Safeguarding training</li> <li>All swimming teachers are DBS checked (enhanced)</li> </ul>	N

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Equipment – risk of impact injuries from use of teaching aids or equipment.	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>• Fault log</li> <li>• Pre and post inspections of equipment</li> <li>• Flotation aids are the correct size for the pupil</li> <li>• Bring your own equipment (or clean your own) policy in place to reduce staff time needed to disinfect. This may be easier for children who wear armbands or swim discs, as can also be fitted by the parent/guardian before the class starts</li> <li>• Teachers keep and maintain their own basic equipment i.e. Woggle, float (label/colour code)</li> <li>• Adults and teachers are encouraged to stop babies, toddlers and pre-school age children putting any toys and/or equipment in their mouths at any point.</li> <li>• A plan is in place for the use and disinfection of teaching equipment and toys.</li> <li>• Teachers consider reducing the amount of equipment used.</li> <li>• Equipment is placed on poolside in advance of lessons to reduce teacher access into equipment stores</li> <li>• Equipment usage is controlled within / in between lessons, such as not sharing with other lesson participants.</li> <li>• If equipment and toys are used, they are cleaned after each use. Equipment is cleaned in a sanitizing solution following government cleaning protocols.</li> <li>• Two separate sets of equipment are used for alternate lessons (while one is being used, the other is disinfected by an appointed member of staff)</li> <li>• Electronic devices/clipboards and pens used by teachers are sanitized before and after use.</li> </ul>	N

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		<ul style="list-style-type: none"> <li>Where practical, electronic devices/registers are delivered to teachers on poolside to avoid back office access.</li> </ul>	
<p>Instruction - possible transmission of CV-19 between staff (teachers and teaching assistants).</p>	<p>Staff</p>	<ul style="list-style-type: none"> <li>Upon swim school restart, time is allowed at the start of each lesson to explain social distancing and the new norm</li> <li>All swim teaching, including teaching assistants, teach from poolside (can use visual teaching props such as a doll as an alternative to demonstrating on 'real' child).</li> <li>Alternatively, the operator may determine for certain classes that it is safer and more productive for the teacher/assistant to be in the water (whilst maintaining social distance) in order that correct equipment use, demonstrations and class distancing can be achieved more effectively</li> <li>To reduce air droplets, the number of songs during the lessons (and by whom) are reduced.</li> <li>Swim teachers and assistants teach from a 'side on' stance so that they are not directly facing class participants.</li> <li>Swim lesson plans take into account any high risk activity such as breathing techniques (such as breathe to the side away from others)</li> <li>Supporting staff need not to assist teacher from within the pool.</li> <li>Only the baby and pre-school teacher to sing rather than all of the adults.</li> <li>The lesson is structured so activities and songs can be completed whilst social distancing is maintained.</li> <li>Where possible teachers ask participants to ensure</li> </ul>	<p>N</p>



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		breathing activities away from others.	
Hygiene/Cleanliness/Housekeeping – in addition to general cleanliness, the added risk of contracting COVID-19	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>• The enhanced cleaning regime includes changing rooms, poolside and poolside observation areas as per the revised cleaning schedules</li> <li>• Pool steps, hoists, pods, hand rails etc. are frequently cleaned as part of the revised cleaning regime.</li> <li>• Staff undertaking cleaning wear suitable PPE as per government guidance</li> <li>• Toilets are used on an urgent needs basis and cleaned thoroughly and regularly with limited usage dependent on size of facility</li> <li>• The circulation of outside air is increased as much as possible by opening windows and / or doors (however do not so if posing a safety risk to staff or swimmers and need to consider the temperature for, or on, any young swimmers).</li> <li>• Teachers have access to hand sanitizing gel on poolside so they can use regularly.</li> <li>• A hygiene officer/ambassador is nominated for each shift whose role is to facilitate disinfection of equipment at the end of each lesson and to assist teachers in certain situations when dealing with a child with a runny nose etc.(see previous note relating to a 'floating' staff member who acts as a troubleshooter)</li> <li>• Wet wipes are provided on poolside for swimmers to blow their nose or if they need to cough, along with a bin to dispose of wipes.</li> </ul>	N

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Transmission of COVID-19 from the physical environment such as changing rooms	Staff Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>• Traffic flow through changing rooms is reduced and a one way system is implemented where feasible</li> <li>• The number of swimmers in changing rooms is limited</li> <li>• Lesson start/finish times are staggered</li> <li>• Changing rooms and cubicles are cleaned at each 'turnover' of use. Numbers requiring access to family friendly/baby change cubicles may limit the numbers that can be accommodated.</li> <li>• Hand gel/sanitizer is provided at entrance and exit of changing facilities</li> <li>• Adults and their children are asked to arrive 'activity ready' such as already dressed in their swimwear.</li> <li>• Parent/adult are asked to bring their changing bag onto poolside and to place into a sanitized tubtrug. These could be placed on poolside for Adult and Child lessons</li> <li>• Body wash and soap is provided in showers and swimmers are requested to take a pre-shower before entering the pool</li> <li>• Hair dryers and costume dryers are turned off/isolated</li> <li>• For baby-changing, with space permitting, baby mats are rotated through a cleaning procedure after each use, or parents are encouraged to bring their own</li> <li>• Swimmers/parents/guardians/swim school staff are advised not shake any towels or clothing items as this could put the virus in the air.</li> <li>• Separate entrances/exits are introduced where possible</li> </ul>	N

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		<ul style="list-style-type: none"> <li>COVID-19 guidance for swim lesson participants, including a list of 'Do and Don'ts' is issued</li> </ul>	

## Risk Reduction Plan

List further action required to control the risk	Responsibility for Action	Target Completion Date	Date Completed	Signed
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## Review and Comments

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<b>Review</b>	Review Conducted by:			
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Comments	
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