

<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> Oz Squads Swimming Lessons	<b>Reference No:</b> C19002	

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 a self-isolate in line with government guidelines             </li> <li><a href="https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/?fbclid=IwAR1PwxVCSjIY5ksVSHTpuR6B72_A8JDcxPsxHoCw2gvqmcMbtJCKwhfpkks">https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/?fbclid=IwAR1PwxVCSjIY5ksVSHTpuR6B72_A8JDcxPsxHoCw2gvqmcMbtJCKwhfpkks</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 is provided in an online/virtual format to</li> </ul>	N

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		<p>reduce unnecessary face to face contact</p> <ul style="list-style-type: none"> <li>Swim teachers, lifeguards and swim school staff are trained on COVID-19 awareness, employee safe workplace practices, for hand washing and staying at home if ill and reporting illnesses</li> <li>A meeting is undertaken with the teachers within the first few weeks of swimming lessons restarting so that practices and procedures can be reviewed, and appropriate adaptations and amendments can be implemented 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 to avoid using the changing facilities and public lockers if possible.</li> </ul>	
Physical Environment – 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 must be observed on poolside and observation areas and throughout change-over of lessons.</li> <li>Clear guidance is provided for how parents/guardians are to deliver and collect their child at the start and end of the lesson. The most practical way for children to enter and leave poolside has been established, whilst maintaining social distancing</li> <li>New system ('new norm') is clearly communicated before restarting swimming lessons i.e. website,</li> </ul>	N

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		<p>social media, posters, learn to swim software / portals etc.</p> <ul style="list-style-type: none"> <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 undertaken. Particular attention is paid to trying to avoid children needing the toilet, ensuring that hats are on prior to the lesson, goggles adjusted and not attending if the child is unwell</li> <li>Parent/guardians (as spectators) not to be permitted on poolside during lessons, limiting one parent/guardian per swimmer (including limit on accompanying siblings where possible)</li> <li>Lifeguards, teachers/assistants to be 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 coverings to be worn in observation / spectator 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 layouts reflect if more than one swimming teacher is on poolside. Where practical, each to teach from alternate sides of the pool and teachers are assigned to the same section of the pool for the duration of their shift to maintain the recommended social distance (including between</li> </ul>	N

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		<p>teacher and teaching assistant).</p> <ul style="list-style-type: none"> <li>• Consideration is given to appointing a 'floating' member of staff (with appropriate PPE) who can troubleshoot any problems, such as children needing the toilet, goggle adjustments, forgotten hats 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 arrangements if previously relied on rescue test for teachers).</li> <li>• Swim schools categorise their class levels into i. Low ii. Medium iii. High exposure risk levels</li> <li>• PSOP to reflect any changes (not all classes/levels present the same risk). Operators determine revised teacher:swimmer ratios and include within revised guidance and lesson plan documents.</li> <li>• The amount of lessons which occur at the same time is 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</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>• The number of improver/advanced swimmers in each lane or teaching area is limited</li> <li>• The lane width or teaching area is extended to ensure and maintain social distancing</li> <li>• Sinking discs and/or dive rings are used to indicate pool space allocation on pool floor for swimmers and groups.</li> </ul>	

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Risk of drowning	Staff Customer – Adult Customer - Child	<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
Risk of drowning due to pool depth	Customer – Adult Customer - Child	<ul style="list-style-type: none"> <li>Extra flotation aids are provided to allow teaching from the poolside (see sanitization under equipment)</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 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>Admission policy reflects any changes as a result of the COVID-19 guidance and clearly displayed within facility and on website</li> </ul>	N

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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	Customer - Child	<ul style="list-style-type: none"> <li>• Signage – pool rules</li> <li>• Good housekeeping</li> <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> </ul>	N
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 require parent/guardian to inform receptionist/swim school co-ordinator 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 / portals 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 - 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.</li> <li>• Teachers keep and maintain their own basic equipment i.e. woggle, float (label/colour code)</li> <li>• Teachers prevent children putting any equipment in their mouths at any point.</li> <li>• A plan is in place for the use and disinfection of teaching equipment</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 swim aids are used, it is cleaned after each use. Equipment is to be 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> <li>• Where practical, electronic devices/registers are delivered to teachers on poolside to avoid back office access.</li> </ul>	N

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Instruction - possible transmission of CV-19 between staff (teachers and teaching assistants).	Staff	<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, to teach from poolside (can use visual teaching props)</li> <li>• Swim teachers and assistants to 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. Drills are planned to ensure the class all breathe to the same side.</li> <li>• Swimmers are encouraged to breathe away from other swimmers.</li> <li>• Supporting staff not to assist teacher from within the pool.</li> <li>• The lesson is structured so activities can be completed whilst social distancing is maintained.</li> <li>• Where possible teachers ask participants to ensure activities away from others i.e. markers on poolside such as floats or aids to indicate where each swimmer should be and swim back to.</li> <li>• When swimming in lanes swimmers swim length, climb out and walk back to start point to maintain social distancing (sanitization required if markers/aids have been handled).</li> <li>• Alternatively, double lane teaching zones are programmed so that the children can swim down one side and up the other, whilst maintaining social distancing.</li> </ul>	N
Hygiene/Cleanliness/Housekeeping – in addition to general cleanliness, the added risk of contracting COVID-19	Staff Customer – Adult	<ul style="list-style-type: none"> <li>• The enhanced cleaning regime includes changing rooms, poolside and poolside observation / spectator areas as per the revised cleaning</li> </ul>	N

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	Customer - Child	<p>schedule</p> <ul style="list-style-type: none"> <li>Pool steps, hoists, pods, handrails 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 for each shift whose role is to facilitate disinfection of equipment at the end of each lesson and to assist teachers in certain situations (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>	
Transmission of COVID-19 from the physical environment such as changing rooms	<p>Staff</p> <p>Customer – Adult</p> <p>Customer - Child</p>	<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</li> <li>Hand gel/sanitizer is provided at entrance and exit</li> </ul>	N

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		<p>of changing facilities</p> <ul style="list-style-type: none"> <li>Swimmers are asked to arrive 'activity ready' such as already dressed in their swimwear.</li> <li>Parents/guardians are advised to keep hold of their child's changing bag and avoid using public lockers. Swimmers are encouraged after their lesson, if viable, to shower when they get home</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>Swimmers/parents/guardians/swim school staff are advised not to 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> <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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