

Risk Assessment – Hillsborough Leisure Centre (Version 2)

This risk assessment is a 'live' document which will be frequently reviewed.

Name:	School Swimming				
Date risk assessment carried out:	12/02/2021	Person:	Rachel Jones	Review date:	Ongoing

What is the Hazard?	Who might be harmed	Risk rating before controls	Controls required	Risk rating after controls	Actioned by
Spread of Covid-19 Coronavirus					
Facility entrance and reception area	<ul style="list-style-type: none"> Pupils School teachers Education Swimming teachers 	Medium	<ul style="list-style-type: none"> Pupils and school teachers to hand-sanitise when entering the venue by the main entrance School teachers to wear a face covering in the venue until they enter the poolside. Wearing of face covering in the pool area is optional and will depend on individual school procedures Schools to enter the facility at their allocated timeslots to avoid clustering – refer to walk through/video link for Hillsborough School staff should maintain 2 metre social distancing at all times from any other adult (even other staff members who are in their bubble) 	Low	Venue staff and SCC
Spectating	<ul style="list-style-type: none"> Parents/Carers 	High	<ul style="list-style-type: none"> No spectating by parents/carers Only pupils that are swimming will be allowed into the venue. Any child that is not swimming must remain in school e.g. forgot their swimming kit 	Medium	Schools SCC

Changing rooms	<ul style="list-style-type: none"> • Pupils • School teachers 	Medium	<ul style="list-style-type: none"> • Schools to follow walk through/video on the procedure for changing upon arrival • Pupils to shower at home before school on their swimming day as showers will not be available at the venue • Pupils to arrive beach ready i.e. costume on under their clothes • School will remove their outer clothing and shoes in the large space next to the pool • Bags to be left in this space • School teachers and pupils to wait in this area until the Education Swimming Teachers confirm that the poolside is ready for use • Schools to use the group changing area after the lesson to dry off and change. • Cleaning of touch points and cubicles / changing area will take place following every lesson • Avoid using wash/toilet facilities if possible. If used avoid touching anything, wash hands thoroughly, use hand sanitiser where possible and do not touch mouth or nose • If individuals need to use the wash/toilets facilities, then they will be used as one in / one out 	Medium	Schools, Venue staff and SCC

			<ul style="list-style-type: none"> • School staff should maintain 2 metre social distancing at all times from any other adult (even other staff members who are in their bubble) 		
Someone becomes unwell during lesson	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming teacher 	Low	<ul style="list-style-type: none"> • Schools to follow individual school procedures • The individual who is unwell will be isolated in a designated by the venue or other suitable area. The individual who is unwell plus the school teacher and/or venue staff would use appropriate PPE supplied by the school and venue • School teachers must bring appropriate PPE • Venue to thoroughly clean the room after use 	Low	School Venue Staff SCC
Poolside	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming Teachers 	Medium	<ul style="list-style-type: none"> • Swimming Teachers should maintain 2 metre social distancing at all times from any other individual • Communicate the agreed one-way system on poolside to all schools for each venue – refer to pool plan • School staff to keep an attendance register at every session • Wait in the allocated area for the lesson to start. The swimming teacher will inform all pupils when they are ready for the lesson to begin • Education Swimming Teachers will have individual marked areas to work within – refer to pool plan • Pupils will be grouped into three groups and they will be taught within the marked areas 	Low	School Venue Staff SCC

			<ul style="list-style-type: none"> • Education swimming teachers can change teaching stations after each lesson as long as appropriate cleaning has taken place between lessons • It will be advised that pupils do not use the steps on entry and exit into the pool. If this required, the area will be wiped down after the lesson • School staff should maintain 2 metre social distancing at all times from any other adult (even other staff members who are in their bubble) 		
Equipment	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming Teachers 		<ul style="list-style-type: none"> • Only limited equipment will be allowed on poolside • Aim to use the same equipment throughout to reduce the likelihood of cross-contamination between pupils and staff • Education Swimming Teachers will plan to ensure they know what equipment is required prior to the start of the lesson • School teachers to help pupils to put on and remove teaching aids • Swimming teachers will collect their equipment before the lesson which will be cleaned after each lesson • Submerging equipment in adequately disinfected swimming pool water will reduce the risk of transmission of enveloped viruses • Schools to ensure pupils can put on their goggles and adjust them by themselves as swimming teachers will not be able to assist 		SCC School staff

			<ul style="list-style-type: none"> • Each group to ensure that the equipment is kept in the marked teaching area. • Pupils will be encouraged to keep their own equipment and not share with other pupils 		
During activity	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming Teachers 	Medium	<ul style="list-style-type: none"> • Education Swimming teachers will <ul style="list-style-type: none"> - follow guidance relating to swimming lessons set out by Swim England https://www.swimming.org/swimengland/pool-return-guidance-documents/ - teach on poolside within their marked area and adhering to government guidance on social distancing unless it is an emergency - carry PPE in emergency bum bags in case social distancing is comprised or there is a first aid / incident - carry out appropriate training on risk assessment, guidance, walk through, amended venue NOP & EAP and pool lifeguard updates • Where possible swimming teachers will remain in the same teaching station for the duration of a lesson and aim to use the same equipment throughout to reduce the likelihood of cross-contamination • Swimming teachers to be aware of the number of personnel on poolside to give effect to social distancing • Pool layout diagrams produced for Hillsborough to show where each swimming teacher will deliver their lessons to avoid overlapping 	Low	SCC School Staff

			<ul style="list-style-type: none"> • A one-way direction to be adopted in all pools e.g. move in a clockwise direction to and from teaching areas / changing • Schools should only bring pupils from their bubbles following individual risk assessment • School staff should maintain 2 metre social distancing at all times from any other adult (even other staff members who are in their bubble) 		
Class sizes	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming Teachers 	Medium	<ul style="list-style-type: none"> • Follow Swim England's recommendation on class sizes and ratios • It has been agreed with the venue that they can facilitate a maximum of 35 pupils whilst adhering to guidance around air ventilation • Information communicated to schools on class sizes through Service Level Agreement 	Low	SCC School Staff
Hygiene measures	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming teachers 	High	<ul style="list-style-type: none"> • Normal Covid-19 rules communicated to all schools in advance with relevant check lists • Pupils should not spit pool water or splash other children / teachers during the lesson • Facilities will provide hand sanitisers throughout the venues at different points • Individuals should avoid using wash/toilet facilities if possible but if used, then they should wash hands thoroughly, use hand-sanitiser where possible and not touch their mouth or nose • Where possible doors will be kept open – if this is not possible then hand sanitiser should be used 	Medium	School Venue Staff SCC

Social Distancing	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming teachers 	High	<ul style="list-style-type: none"> • Managers to regularly spot check lessons to monitor social distancing and ensure schools and staff are following guidance / risk assessment • Guidance issued to schools and education swimming teachers prior to the sessions detailing the measures that have been put in place to manage social distancing • Information given to schools and education swimming teachers of protocols delivered via video link and written • School staff should maintain 2 metre social distancing at all times from any other adult (even other staff members who are in their bubble) 		School Venue Staff SCC
Clustering of schools	<ul style="list-style-type: none"> • Pupils • School teachers 	Medium	<ul style="list-style-type: none"> • Pupils to arrive beach ready • Holding area for Hillsborough is outside at the side of the venue • Education Swimming Teacher to collect the school pupils from the designated holding area once the previous school has vacated the pool area and entered the changing rooms, and the pool surroundings/ touch points have been cleaned • Access to changing area at the end of the lesson • 40-minute lessons. A 5-minute gap will be factored into the timetable between every lesson to allocate time for pupils to change, and cleaning of the surroundings, touch points and equipment • School to exit through the fire exit located at the shallow end of the pool 		School Venue Staff SCC

<p>Cleaning and Pool Water treatment</p>	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming teachers 	<p>High</p>	<ul style="list-style-type: none"> • A deep clean of the venue will take place once a day • Regular cleaning throughout the day will take place by venue staff • After every lesson, the following areas will be cleaned: <ul style="list-style-type: none"> - Poolside will be swilled down with sufficient chlorinated pool water - Touch points around the poolside - Changing areas - Toilets - Equipment <p>If there is a first aid incident that requires thorough cleaning, then this may take longer and delay the lesson</p> <p>The Pool Water Treatment Advisory Group (PWTAG) is the recognised body for swimming water quality standards in the UK, operators should ensure their pool is operating within the guidance detailed in PWTAG technical notes which can be found at www.pwtag.org. This enables the pool operator to state with confidence that Covid-19 should not be transmissible through the swimming pool water, all venues operate in line with this guidance and that of PWTAG.</p>	<p>Medium</p>	<p>Venue staff SCC</p>
<p>Emergency Evacuation</p>	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming teachers 	<p>Medium</p>	<ul style="list-style-type: none"> • Attendance register will be taken at the start of every session by the school teacher • School and school swimming staff should follow the venues emergency procedures, and instruction from venue/ school swimming staff 	<p>Low</p>	<p>School Venue Staff SCC</p>

			<ul style="list-style-type: none"> • Staff training on venue's EAP & NOP for all venues 		
Exit	<ul style="list-style-type: none"> • Pupils • School teachers • Education Swimming teachers 	Medium	<ul style="list-style-type: none"> • Schools to exit the venue through the main entrance following the venue's one-way system. Refer to the walk-through procedure for exiting the venue 	Low	School Venue Staff SCC