



KENT COLLEGE
CANTERBURY

RISK ASSESSMENT FOR: JS Swimming Pool

✓	REASON FOR THE RISK ASSESSMENT
	To ensure the health, safety and well being of all pool users.
	To ensure that all staff working in the pool area are aware of the requirements for safe operation, which includes staff working for external organisations hiring the pool.

<p>This risk assessment is for:</p> <p>Completed by: Simon James</p> <p>Position: Head of Junior School</p> <p>Signed: Simon James</p> <p>Date: 01/07/2025</p> <p>Next review due date: 30/06/2026</p>	<table border="1"> <tr> <td></td> <td style="background-color: #008000; color: white;">4 Allow</td> <td style="background-color: #FFD700;">8 Mitigate</td> <td style="background-color: #FF0000; color: white;">12 Avoid</td> <td style="background-color: #FF0000; color: white;">16 Avoid</td> </tr> <tr> <td></td> <td style="background-color: #D3D3D3;">3 Accept</td> <td style="background-color: #008000; color: white;">6 Allow</td> <td style="background-color: #FFD700;">9 Mitigate</td> <td style="background-color: #FF0000; color: white;">12 Avoid</td> </tr> <tr> <td style="writing-mode: vertical-rl; transform: rotate(180deg);">Likelihood</td> <td style="background-color: #D3D3D3;">2 Accept</td> <td style="background-color: #008000; color: white;">4 Allow</td> <td style="background-color: #008000; color: white;">6 Allow</td> <td style="background-color: #FFD700;">8 Mitigate</td> </tr> <tr> <td></td> <td style="background-color: #D3D3D3;">1 Accept</td> <td style="background-color: #D3D3D3;">2 Accept</td> <td style="background-color: #D3D3D3;">3 Accept</td> <td style="background-color: #008000; color: white;">4 Allow</td> </tr> <tr> <td></td> <td></td> <td colspan="3" style="text-align: center;">Severity</td> </tr> </table>		4 Allow	8 Mitigate	12 Avoid	16 Avoid		3 Accept	6 Allow	9 Mitigate	12 Avoid	Likelihood	2 Accept	4 Allow	6 Allow	8 Mitigate		1 Accept	2 Accept	3 Accept	4 Allow			Severity			<p>Severity (S) 1-4 Likelihood (L) 1-4</p> <p>Risk Rating (S x L)</p>
	4 Allow	8 Mitigate	12 Avoid	16 Avoid																							
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		Severity																									

Step 1:			
Specify hazards or risks that may arise	Identify People Potentially at Risk	What Control Measures and Mitigation will be put in place to minimise any Risk	Risk Ratings e.g 1 x 2 = 2 LOW RISK
Every day use	Students, staff, others	<p>All pool users are accompanied by lifeguards and trained staff at all times.</p> <p><u>Normal Operating Procedures (NOP)</u> displayed at pool side and shared with the responsible adults/users.</p> <p>Pool area to be checked each day by support staff and lifeguards when the pool is to be used. Any defects to be addressed before the pool can be used.</p> <p>Any accidents or near misses to be reported to the health and safety team for investigation.</p>	2 x 4 = 8
Slips, trips and falls around the swimming pool	Students, staff, others	<p>Steps, filters, pool padding, tiles and water depth check before pool use.</p> <p>Yellow lines mark the beginning of deep end and signs stating deep end.</p> <p>NOP displayed on poolside.</p> <p>Access gate to be locked when pool is not in use.</p> <p>If the swimming pool access gate is left unlocked this would be considered a near miss and must be reported to the H&S team to be investigated to stop this occurring again.</p>	2 x 4 = 8
Access to plant and chemical hazardous to health	Students, staff, others	<p>Pool plant is serviced regularly by competent engineers and trained staff.</p> <p>COSHH management in place.</p> <p>Pool Plant & chemical storage shed kept locked to prevent unauthorized access.</p>	2 x 4 = 8

		<p>PPE is available on site.</p> <p>Pool plant equipment is visually inspected daily by qualified staff and inspected annually by qualified engineers. Any equipment found to be defective is to be reported to the Head of Estates or Maintenance Supervisor immediately.</p>	
<p>Danger of drowning or getting into difficulties during pool use.</p>	<p>Students, staff, others</p>	<p>A trained lifeguard is always at the poolside.</p> <p>Normal operating procedures displayed at pool side.</p> <p>Infants/Babies</p> <p>Not allowed into the pool unless accompanied by parent in water or on the poolside or at least 2 class teachers and a lifeguard.</p> <p>Weak swimmers</p> <p>Not allowed to pass the yellow line.</p> <p>Swimmers wearing swimming aids ie: Armbands</p> <p>Not allowed to pass the yellow line.</p> <p>Adults</p> <p>With very young children or who cannot swim must stay in the shallow end. Be aware of other children. Older adults ensure they are made aware of the yellow line stating the deep end.</p> <p>People with disabilities</p> <p>Must be supervised by parents or helper and not allowed past the yellow lines unaccompanied. Must wear a swimming</p>	<p>3 x 3 = 9</p>

		<p>aid. They must also all have their own personal emergency evacuation plan. Pool safe operation procedures must be followed.</p> <p>The Pool Safe Operation Procedures consists of:</p> <ol style="list-style-type: none"> 1. The health and Safety Policy of KC 2. Normal Operation Plan (NOP) 3. Emergency Action Plan (EAP) <p>Health & Safety Policy</p> <p>Normal Operating Procedure 2022</p> <p>Emergency Action Plan Swimming Pool</p>	
<p>Structured Lessons</p> <p>Lessons & after school clubs</p> <p>Hazards associated with groups in pool environment</p>	<p>Students, staff, others</p>	<p>Supervision</p> <p>Maximum pool numbers: 24 students and two teachers at any one time</p> <p>Qualified lifeguard + at least 1 other member of the teaching staff. All teaching staff to have a whistle, mobile phone and medical box</p> <p>Supervision Ratios</p> <p>EY/KS1- 1 Staff to 6 Infants KS2- 1 Staff to 12 Juniors</p> <p>Safety instructions</p> <p>Given out before each lesson. Emphasis on</p> <ul style="list-style-type: none"> • Whistle commands. • Swimmers wearing aids not allowed past the yellow lines. 	<p>2 x 4 = 8</p>

		<ul style="list-style-type: none"> No Diving/running/pushing into water. No Ducking/acrobatics. Free play is only allowed under strict supervision. 	
Exposure to pool water chemicals, or injury due to inappropriate use of pool materials.	Students, staff, others	<p>Staff COSHH trained and trained in Pool Plant Room Operations. Pool water testing is carried out at least daily further tests carried out if heavy use of pool for the day.</p> <p>Chemical contents and temperature checked each day by support staff.</p> <p>Self-dosing mechanism</p> <p>Additional PPE has been provided and records of regular tests are recorded.</p>	2 x 4 = 8
Weather Reduced visibility during high sun conditions	Students, staff, others	<p>Lifeguards assess weather conditions and takes appropriate action to ensure they can ensure the safety of all pool users.</p> <p>Lifeguards are aware that strong sunlight may create reflection and blind spots in the pool.</p>	2 x 4 = 8
Cuts from broken glass, sharp objects	Students, staff, others	<p>No alcohol or glass allowed around pool side</p> <p><i>See Section 2:1 Normal Operating Plan (NOP)</i></p> <p>Poolside areas checked each day by the supervising teachers, lifeguards or lead responsible person by third party users before each session.</p>	1 x 4 = 4
Contact with food/food waste/litter etc.	Students, staff, others	<p>Constant check each day (Lifeguards and lead responsible person)</p> <p>Poolside areas checked each morning and debris removed before use.</p>	1 x 3 = 3

<p>Contact with debris from surrounding trees</p> <p>Wasp & Bee stings,</p>	<p>Students, staff, others</p>	<p>No food or drinks near water. No one must be allowed to eat or chew in the pool.</p> <p>Lifeguards are aware of water attracting wasps and bees.</p> <p>Medical staff to be informed of bee or wasp stings as some students may be allergic and have a reaction to stings.</p>	<p>2 x 4 = 8</p>
<p>Drowning risk</p>	<p>Students, staff, others.</p>	<p>Teachers/lifeguards priority is safety of the students at all times, students to be watched at all times. Appropriate safety equipment to be kept on poolside at all times and checked regularly.</p> <p>All lifeguards to have received appropriate NPLQ or equivalent training.</p>	<p>2 x 4 = 8</p>
<p>Lack of Safeguarding</p>	<p>Students</p>	<p>Safeguarding is provided by the safeguarding team at the JS.</p> <p>Photography is not allowed on poolside unless expressly approved in writing by the appropriate responsible Safeguarding Lead.</p>	<p>1 x 3 = 3</p>
<p>Cleaning of poolside hard surfaces and equipment</p>	<p>Students</p>	<p>Daily hygiene inspections to be carried out for the hard surfaces by the site staff prior to use.</p> <p>An inspection of hygiene should be carried out by the teacher in charge prior to use of the pool</p>	<p>2 x 4 = 8</p>
<p>Infection risk by students sharing equipment</p>	<p>Students</p>	<p>Equipment that could be shared receives a basic clean from the swimming pool water which has a disinfection effect.</p>	<p>1 x 4 = 4</p>

		Equipment to be disinfected by site staff when needed.	
Defects found or equipment breaking down	Students, staff, others	Teachers and lifeguards to report any defects for repair to the Maintenance Supervisor/Head of Estates.	2 x 4 = 8
Swimming pool gate left unlocked when not in use, leading to a potential drowning situation.	Students, staff, others	The gate must be locked when the pool is not in use. Maintenance staff to check the pool gate is locked when the swimming pool is not in use, if the gate is left unlocked we must find out who left it unlocked as this is a near miss which must be investigated as noted above.	2 x 4 = 8

Step 2: Action Needed/Comment	Responsible Person	Date Completed
Biannual training for Lifeguards	JS Staff	Feb 25
Pool Plant Operation training for site staff	Head of Estates	Feb 25
Annual equipment inspection, pool plant room operatives/external contractors	Head of Estates	Feb 25
Inspection of external hirers safety documentation	Head of Enterprises	As required
Review of this risk assessment	Head Of Estates	Sept 24

Signed: Simon James

Title: Head

Date: 1/7/25