



COVID-19 Penn Hall School Swimming Pool - Risk Assessment

Swimming pools can reopen if they are ready to do so and can do so safely, following public health guidance. As with all environments, there is still a level of risk of Covid-19 transmission in aquatic settings that requires control measures to be implemented, based on your Covid-19 Risk Assessment. Schools, swim schools and operators must create their own covid 19 specific risk assessment before returning to the water.

The government has issued guidance to the [grassroots sport and leisure sector](#) that includes guidance on swimming pools and Swim England has issued '[Returning to Pools' guidance](#) including guidance for pool operators, swimming teachers and swimming clubs.

This risk assessment summarises the key messages from these guidance documents for schools as operators of pools. It highlights the continued requirements for safe social distancing and enhanced infection control regimes.

Headteachers of schools with swimming pools should also refer to guidance on pool plant, disinfection, water testing and technical operation - COVID-19 PWTAG Technical Notes on Re-opening a Pool and Technical Operation after COVID-19 Shutdown. Assuming school pools are maintained in line with PWTAG expectations, Covid-19 should not be transmissible through the swimming pool water.

This document is how you intend to reasonably protect any participants, workforce, public etc from the risk of Covid-19. The protocols listed within this document must be reviewed regularly and changed accordingly if measures or guidance changes.

If you need support or advice in completing this risk assessment please contact the Health and Safety Team for support.

School:	Penn Hall School		
Assessment Date:	26 th February 2021	Review Date:	Ongoing review
Assessment completed by:	Peter Green & Sue Bagshaw		

Please describe how you have met the required control measures in the 'Notes and further information' column.

Controls	Yes/no/not applicable	Notes and further information	Date required and completed
Managing Contact To minimise contact with surfaces and other people within the pool facility or while participating in swimming activities. Primary control for minimising transmission through contact is by handwashing and sufficiently cleaning and avoiding sharing of objects and equipment.			
Inform pool users about infection control requirements when visiting the premises prior to and on arrival, e.g. before classes and in entrance areas.	Yes	Teachers advised to prep children prior to starting swimming session. Lead swim teacher to reiterate before start of swim session	Confirmed with Teaching Staff & Swim Teachers – w.c 1 st March
Provide hand sanitiser stations at the entrance to the premises and depending on layout at other relevant points, e.g. spectator areas, changing rooms etc to encourage staff and pool users to wash their hands regularly.	Yes	Create hygiene box (similar to rest of school)	Boxes available for start of return of swimming – 8 th March

Ensure hand washing facilities in toilets and changing rooms are appropriate and adequately supplied with liquid soap and hand drying facilities.	Yes	Changing rooms already have adequate facilities	Checked facilities – w.e 1 st March
Consider improving hand washing facilities to the use of lever taps and more efficient hand dryer where necessary to encourage good hand hygiene practice	Not Applicable	Not applicable	Not applicable
Fixing carefully selected doors open that can safely be left open where feasible (note fire doors should not be held open unless they have a device and there is a managed process for their opening).	Yes	Auto door for main entrance. Changing room doors can be left open and entrance to pool access controlled. (may still need access control on pool access door for safety)	Checked w.c 1 st March
Consider use of electronic door openers connected to the fire alarm system for fire doors.	Yes	Entrance already uses this system.	
Reduce the need to open lockers, storage compartments etc, by making essential equipment readily accessible.	Yes	No Lockers Swim teacher will put together appropriate equipment	Swim Teachers advised – 26 th Feb
Managing Capacity: To ensure distancing by limiting the number of swimmers able to access the facilities. Maximum capacity should be based on the requirement for social distancing, nature of activities, equipment and configuration of facilities			
<p>Calculate the maximum number of pool users that enable 2m distance to be maintained between users. Different numbers have been calculated for different activities, e.g. club training, lessons, aquarobics and for different parts of the facility - changing rooms, waiting areas, spectator areas etc (also see below for examples).</p> <p>Maximum capacity of different areas is clearly marked, e.g. on changing room doors and inside changing rooms.</p> <p>The use of changing rooms and showering facilities is avoided where possible, e.g. by requiring hirers to implement 'turn up ready to swim' approaches.</p>	Yes	<p>Blue cluster supported by own staff 1 to 1 support by 1 member of class staff & class teacher.</p> <p>All other clusters would be 1 to 1 with swimming teacher – wearing visor</p> <p>2 to 1 in changing room – older children 1 to 1 with ambulant children Children will be changed by staff in their own cluster. Where appropriate children will be showered by class staff</p>	<p>Reviewed an agreed with swim teachers – 26th Feb 21</p> <p>Refer to Appendix A - for swim session timetable</p>

Where they are necessary, e.g. for school swimming, for people with disabilities, changing and shower facilities use will be managed to ensure they are used as quickly as possible maintaining distancing requirements, e.g. limiting showering, limiting numbers.		<p>2 to1 bases with older children</p> <p>Use boys changing room to get ready for pool. On leaving the pool child then goes to girls changing room Child in boys changing room enter pool.</p> <p>Clothes in individual baskets (all classes have these already)</p> <p>Hoists located in each changing areasupport the in and out of pool flow system detailed above.</p> <p>Slings to be washed in between</p> <p>Children to bring in own swimming kit & towels</p>	
Additional time is allocated between hirers/different group uses to allow sufficient time to clean equipment and the facility between groups and to prevent waiting in groups.	Yes	<p>Class team to clean between children and group session. Same process used currently in bathroom areas. Cleaning team will regular daily clean between 3.30pm and 6.30pm</p>	Reviewed and agreed by SBg & PG – 26 th Feb
Spectator areas are either taken out of use or adapted to ensure social distancing is maintained.		Not applicable	
<p>Moving in and through swimming pool facilities To ensure distancing among people moving around pool facilities</p>			
Use signage and ground markings to indicate required social distance to allow controlled flows of people in all relevant areas including corridors, spectator areas, waiting areas, changing rooms etc.	Yes	Children would enter in groups of 2/1 and use the phone to arrange for next child when previous is in changing area.	Agreed by SBg & Swim Teachers – 26 th Feb
If there is more than one door, consider having one for entering the building and one for exiting.	No	Not practical as only one entrance in with Auto door access. As there are allocated sessions as detailed above the risk is low	Reviewed by SBg & Swim

			Teachers 26 th Feb
Introduce a one-way flow route through the building where possible, supported by signage.	No	Not practical as pool is in an isolated area with one main entrance/exit point. The allocated sessions as detailed above will make this low risk	Reviewed by SBg & Swim Teachers 26 th Feb
<p>Contact while using facilities To ensure distancing among people using pools. Social distancing should be maintained between individuals, groups, teachers/instructors and coaches, unless users come from the same household, or to manage a disabled person's needs when additional mitigation will be required.</p>			
<p>Pools should restrict numbers to allow 6 m² per person for:</p> <ul style="list-style-type: none"> • swimming lessons* • community lane swimming • open public swimming (families) • instructor-led community activities <p>Open public swimming (for individuals), if carried out by clubs, should be restricted to allow 9 m² per person.</p> <p>* While travelling during a swimming lesson the proximity of swimmers as they pass each other is unavoidable. However, the duration of time involved is very low and the risk of transmission of infection is considered low enough to be acceptable.</p>	Yes	<p>Capacity of pool is 4 persons.</p> <p>So 2 children and 2 adults (supervising children)</p> <p>Session times detailed above support the capacity limitations</p>	Agreed by SBg & swim teachers – 26 th Feb 2021
<p>Swimming teachers / instructors follow guidance from Swim England on adapting swimming lessons to enable social distancing.</p>  <p>Guidance for Swimming Lessons.pd</p>	Yes	Swim Teachers referred to guidance. Plan is to keep to main lesson plans as the capacity in the pool has not changed as a result of Covid restrictions	SBg reviewed with swim teachers – refer to appendix b for example lesson plan

Swimming teachers who provide safety cover for swimming lessons (where a lifeguard is not present) and may need to perform a rescue and/or give CPR/first aid follow guidance during COVID-19 from RLSS UK		Swim teacher issued with guidance	SBg confirmed with swim teachers happy with guidance and tailoring it to the way they coordinate swimming.
Teachers and assistants should deliver from the poolside; assistants should position themselves opposite the teacher to reinforce class management of social distancing.	Yes	Swim Teachers will review and manage to reflect the needs of the children as poolside delivery may not be possible	SBg reviewed with swim teachers 26 th Feb – see appendix b – example lesson plan
Where possible teachers should remain in the same teaching station for the duration of their shift and aim to use the same equipment throughout to reduce the likelihood of cross contamination.	Yes	We have 2 swim teachers. Each will work in isolation from the other. Therefore teaching a session on their own with the support of class bubble staff	SBg agreed working arrangements with swim teachers – 26 th Feb 21
Teachers should prioritise delivering the climb out over the side exit rather than using the steps where possible to reduce the amount of contact with equipment.	Yes	Access/exit of pool based on pupil need – ie hoisted or poolside. Between sessions there will be sanitisation.	SBg reviewed with swim teachers – 21 st Feb
Teachers should refer to Swim England's example temporary lesson structure plan where swimmers resume lessons after being out of the water for a significant period.		Not referred to. Swim Teachers will adopt their current lesson plans	Reviewed and agreed by SBg with swim teachers –

			refer to appendix b – Lesson Plan
Each swimming teacher should have access to a bucket or scoop to rinse teacher area as needed.		Swim Teachers have facilities for coordinating this, including nappy bags	SBg reviewed with swim teachers – 26 th Feb
Where possible clubs and other non-school groups should bring their own equipment.		No applicable as not used by external groups	
Hydrotherapy pools: If social distancing can't be maintained due to immediate safety concerns, close contact should be kept to a minimum by those not part of the same household, social support bubble or allocated care support as part of a school bubble.	Yes	Swim sessions in bubble groups and same swim teachers each week for each weekly swim sessions	SBG reviewed with swim teachers 26 th Feb – refer to Appendix a – swim timetable
Supporting Test and Trace			
Records of pool use must be maintained for contact tracing requirements. Contact details for the main contact for any hirers, e.g. clubs using the pool, should be maintained for 21 days from date of hire.		Not applicable. School use only. Traceability is effective.	
Ventilation			
Where installed, review the setup of your air conditioning system to maximise the intake of fresh air. Recirculating air systems may require adjustment to increase fresh air flow.	Yes	Site Manager Checked with LA who provide maintenance for pool heating system. No recirculation of air in system used.	Site Manger confirmed – 26 th Feb
Air flow throughout premises (not just pool area) has been increased to maximise fresh air, including through opening doors and windows.		Pool area has windows that can be open. Pool entrance can be opened and fire exit opened creating ventilation. Need to	Site Manager will discuss this with swim

		balance this with maintaining heat in area. Windows will be opened in the pool area between class groups to maximise fresh air. As the weather improves it may be possible to open the windows during the swimming session.	teachers – w.e 1 st March
<p>Cleaning and Disinfection To make sure that any site or location that has been closed or partially operated is clean and ready to restart, including assessment of the parts of the site that have been closed before restarting; and that enhanced cleaning and disinfection procedures and provision of hand sanitising are in place during operation.</p>			
Apply and maintain enhanced cleaning and disinfection procedures already in place elsewhere in the school to the pool facilities, including cleaning shared facilities, e.g. changing rooms between group use.	Yes	Between sessions swim staff or class staff supporting children can sanitise changing area and poolside. Cleaning team will do daily clean as part of cleaning daily from 3.30pm to 6.30pm	Agreed by PG & SBg – 26 th Feb
Equipment should be cleaned in between use by submerging in adequately (normally) disinfected swimming pool water. Equipment that cannot be sanitised in the pool should be appropriately cleaned between activities, e.g. handrails in high traffic areas	Yes	Swim Teachers already do this type of cleaning. To support items can be rinsed using sterilisation solution (I.e. Milton solution) if required	SBg reviewed and agreed with swim teachers – 26 th Feb
<p>Arrangements for hiring out facilities When hiring out facilities schools have a joint responsibility with the hirer to ensure the safety of site users. Schools will need to put in place arrangements to assure themselves that the hirer will operate safely and not increase the risk of transmission and ensure that they have considered the impact on the school premises-.</p>			
Where swimming pool hire takes place during the school day, the schools COVID-19 Risk Assessment has been reviewed to reflect this.		Not Applicable	

<p>Inform pool users (clubs, coaches, community groups, contractors) of the following prior to agreeing to hire, e.g. on websites and booking forms:</p> <ul style="list-style-type: none"> • infection control requirements when visiting the premises • reduced capacity maximums for various areas of the site, e.g. changing rooms and pool • requirement to undertake cleaning of hand contact points and equipment between groups within their club/session • requirement to limit the use of changing rooms to minimum necessary • requirement to ensure all pool users are well and not displaying symptoms of COVID-19 • requirement to bring/use their own equipment or to clean equipment after use, where part of the hire agreement • requirement to maintain records of attendance for 21 days • the school will maintain records of the main contact for hirers for 21 days from date of hire and provide this to the test and trace service on request • any changes to Normal Operating Procedures and Emergency Action Plans • any other changes to school protocols, e.g. for arrival/entry; exit; parking; staffing; lifeguarding, health and safety; accident reporting; toilet usage. 		Not Applicable at this time.	
<p>Evidence of compliance with principles contained in this checklist will be sought from hirers prior to use, e.g. through receipt of a risk assessment.</p>		Not Applicable	
Other Management Considerations			
<p>The pool has been reinstated following the requirements of COVID-19 - PWTAG Technical Notes on Re-opening a Pool and Technical Operation after COVID-19 Shutdown.</p>	Yes	<p>Printed guidance extract. Note working within these parameters</p>	<p>Confirmed with Site Manger – 26th Feb 21</p>
<p>Pool water quality and chemical levels are maintained in accordance with COVID-19 - PWTAG Technical Notes on Re-opening a Pool and Technical Operation after COVID-19 Shutdown.</p>	Yes	<p>Site Manager coordinates 3 pool tests per day. SLA for bacterial test weekly</p>	<p>Confirmed with Site Manager – 26th Feb</p>

Due to the potentially increased risk of transmission from aerosols and droplets, lesson and activity planning should consider: <ul style="list-style-type: none"> reducing the need to raise voices unduly, e.g. by not playing music that may encourage shouting, or activities that increase background noise levels Not undertaking activities that may increase aerosol droplet formation e.g. snorkelling. 	Yes	Advised swim Teacher to lead on this. Swim Teacher leads to ensure lessons reflect this	SBg agreed with swim teachers – 26 th Feb – See Appendix B – Lesson Plan
Review of existing assessments			
Review arrangements ensure that the control measures are effective and working as planned and following updates to guidance		Swim Sessions will be limited to current workings of the school – i.e. bubble groups to maintain social distancing.	
Any other actions that are not listed above:			

Assessor's Name: Peter Green & Sue Bagshaw	Manager's Name: Sarah Wilkinson
Position: Business Manager & Acting Assistant Head Teacher	Position: Acting Head Teacher
Signature:	Signature: <i>SA Wilkinson</i>

Key Considerations:

- Schools should nominate a dedicated officer or lead responsible for Covid-19 considerations, making sure that they are up to date with central or local government guidance.

- When working with a local leisure provider (e.g. a leisure center with a pool) schools must be familiar with the setting's guidance on managing the risk of transmission of Covid-19 within their facility. There must be an expectation that social distancing within a local public facility is adhered to at all times. This may mean that even where school bubbles may differ in their rules on social distancing while at school, they will need to follow social distancing rules
- Teachers should deliver from poolside. With young children, where adults do enter the water, it must be risk assessed

External school swimming provision:

If school swimming provision is offered externally to the school the following should be considered by the provider delivering the activity and the school.

- School and Lesson provider to liaise and discuss the new ways of working and current procedures
- Schools should consult with the setting to ascertain the maximum number of pupils the venue can facilitate at any one time
- Risk assessment's to be completed by the school which aligns with the providers Covid-19 procedures.
- Understand and agree to hire agreement.
- Discuss and agree on lifeguard provision and procedures.
- Adaptations and considerations of lessons and changing provision for any pupils with SEND.
- Agree on changing room protocol, cleaning regime, reporting in and out of the facility, addressing any concerns and queries.

Transport to swimming lessons

It is important to consider:

- How pupils are grouped on transport, where possible this should reflect the bubbles that are adopted within school
- Use of hand sanitiser upon boarding and/or disembarking
- Additional cleaning of vehicles
- Organised queuing and boarding where possible
- Distancing within vehicles wherever possible
- The use of face coverings for children (except those under the age of 11), where appropriate.

School premises owning and operating their own pool;

If you externally hire out your facility to external parties please ensure you follow our recommended steps and liaise with them directly ahead of the booking.

Ensure you have the:

- External hire agreement
- External hire risk assessment – detailing measures that have been put in place to minimise the risk of Covid-19
- Confirmation of external hirers insurance
- Confirmation of the external hirers risk assessments and details of ways of working in the pool environment
- All teaching staff to hold a current DBS and Safeguarding qualification, teaching qualifications, lifeguard qualifications and provision.

Appendix A Swimming Timetable

	8:50-9:10	9:10am – 10:00	10:00-10:20	10:20 – 11:10	11:10 – 12:00	12:00-1:00	1:00 – 1:50	1:50 – 2:40	2:40 – 3:00
Monday R Field	Registration/ Sensory Circuits/ Individual Activities	Class ET Supported by AB	Break	Class RM Supported by JC	Class RM Supported by JC	Lunch	Class RG	Class RG	Story time / Class Based
Tuesday H Lietzau		Class RST		Class RST			Class SB	Class SB	
Wednesday H Lietzau		Class SH		Class SH			Class GE	Class GE	
Thursday R Field		Class RSh		Class RSh	Class JC		Class MN	Class MN	
Friday R Field		Class SW		Class LG	Class LG		Class RB	Class RB	

Appendix B- PENN HALL SCHOOL SWIMMING SESSION PLAN

Name _____ Class _____ Aids Used: Noodle and 2 discs on right side _____

Medical Considerations: _____

Assessment	Working Towards	Achieved
<p>Entry and Exit</p> <p>Climbs in and out of the pool himself</p>	<p>*Prior to the start of the session discuss infection control and sanitise hands prior to entry pool area.</p> <p>Ongoing</p>	
<p><u>Propulsion/Movement(Travel/co-ordination/Streamlining)</u></p> <p><u>Back</u></p> <p>Body head back, slight roll to the right</p> <p><u>Arms</u></p> <p>Left pull down</p> <p><u>Legs</u></p> <p>Left good kick gently when asked to kick right did.</p>	<p>Reinforce good position on back head. Body</p> <p>Reminding _____ to use both legs</p>	
<p><u>Propulsion/movement(Travel/co-ordination/Streamlining)</u></p> <p><u>Front</u></p> <p>Body At an angle, head up</p> <p><u>Arms</u> Uses one arm to pull the water</p> <p><u>Legs</u> Kicks left leg ok slight flutter with the right (when asked to)</p>		

<p><u>Floatation (Buoyancy/Balance)</u></p>		
<p><u>Rotation (Orientation)</u></p> <p>Good at regaining feet from back (puts face under the water)</p> <p>Log rolls;</p>	<p>Remind him to put face under as he forgets and likes to hold the side of the pool to help stand up.</p>	
<p><u>Breathing/Submersion (Aquatic Breathing)</u></p> <p>Will blow bubbles</p> <p>Puts face under the water.</p>		
<p>Additional Notes/ Considerations: Covid Risk Assessment</p> <ul style="list-style-type: none"> • Swimming Teachers will wear face visor, as they cannot teach from poolside and use armbands and mats to help support with social distancing where this is appropriate. • CPR mask are available in required. • Pupils will change in boys changing room and dress in girls to avoid cross over. • Class team will clean pool between groups / changing bed cleaned between each child. All classes to swim in their bubbles – see weekly timetable • Maximum capacity in pool 2:2 with Blue cluster and Class RB – all other group 1:1 – swimming teacher to wear visor in water. • Where appropriate pupils will shower after swimming supported by class staff in PPE • Windows will be opened in the pool area between class groups to maximise fresh air/ as the weather improves it may be possible to open the windows during the swimming session. • Music will not be permitted in the pool area to minimise the need to raise voice. Children will not use snorkels or similar that may increase aerosol droplets 		
<p>Health, fitness and water safety – Water safety is covered during each session through questioning and repetition of rules around the pool. Health and fitness are targeted on an individual basis according to the needs of the child, and developed through distance and repetitions.</p>		

Awards/Distance/Time/Achievements:

