



## Joy Lane Primary School Swimming Pool Risk Assessment-2025/26

Establishment	Subject being assessed	Assessor (s)	Date
Joy Lane Primary School	School Swimming	Rob Dowling	26 <sup>th</sup> October 2025

Source of hazard	Persons affected & number	Control measures in place	High risk	Medium risk	Low risk	Further action required, by whom, timescale or reference to other assessments plus information.
Pool design i.e. glare	Swimming teachers  Swimmers	<ul style="list-style-type: none"> <li>If the bottom of the pool cannot be seen, swimming is not permitted.</li> <li>A curtain has been installed to cover the side door and reduce direct sunlight.</li> <li>Staff will be trained on actions to take if glare impedes visibility (e.g., repositioning, suspending swimming until visibility improves).</li> </ul>			*	N.B. Swimming teachers will need to move around the poolside to avoid glare and be able to see the pool bottom.
Pool surround	Swimming Teachers  Pupils  Teachers  Teaching Assistants	<ul style="list-style-type: none"> <li>Nonslip floor surfaces.</li> <li>Nonslip matting is laid over the existing tiles.</li> <li>Effective cleaning schedules are in place.</li> <li>The Pool Cleaner (LG) or Pool Manager (RD) checks the pool daily.</li> <li>The poolside is washed down every night to clear any residual chlorine from the tiles to ensure the longevity of the pool surround.</li> <li>The chemicals are kept in separate rooms away (outer pool building) from the pool hall area.</li> </ul>			*	Non-slip mats need replacing in the toilet and changing rooms.

Insufficient lighting	Swimming teachers Pupils Teachers Teaching Assistants	<ul style="list-style-type: none"> <li>• Suitable and sufficient lighting in place.</li> <li>• Regular maintenance program in operation.</li> <li>• If the bottom of the pool cannot be seen, no one is allowed to swim.</li> </ul>			*	
Environment I.e. humidity/temperature	Swimming Teachers Pupils Teachers Teaching Assistants	<ul style="list-style-type: none"> <li>• Air handling systems in place</li> <li>• Humidity and temperature checks are taken daily by Pool Manager (RD) and Pool Cleaner (LG).</li> <li>• There is suitable and sufficient lighting.</li> </ul>			*	
Pool inlets and outlets	Swimmers Swimming teachers	<ul style="list-style-type: none"> <li>• Inlets and outlets of the pool circulation system have suitable covers to prevent hair, limbs and fingers from getting trapped.</li> <li>• No undue suction could result in a body being held against a grille.</li> <li>• There are no exposed sharp edges.</li> </ul>			*	
Pool access ladders	Swimmers Swimming teachers	<ul style="list-style-type: none"> <li>• The Pool Manager (RD) regularly inspects steps to ensure that there are no sharp edges or damaged steps.</li> <li>• Inspections are recorded, and findings are passed on to the Pool Manager (RD).</li> </ul>			*	
Unauthorised access	Swimmers Pupils	<ul style="list-style-type: none"> <li>• The pool area is secured when not in use by fob-access doors.</li> <li>• Pool Manager (RD) or Pool Cleaner (LG) checks the pool area as part of opening and closing procedures.</li> </ul>			*	

		<ul style="list-style-type: none"> <li>• NOP and EAP in operation</li> </ul>				
Water quality	<p>Swimmers</p> <p>Swimming teachers</p>	<ul style="list-style-type: none"> <li>• Competent / trained staff in Pool Pant room qualification.</li> <li>• Effective water quality control in place</li> <li>• The Pool Manager carries out water tests, including chemical levels, clarity, and temperature, twice daily throughout the year, including weekends and school holidays.</li> <li>• A reactive maintenance schedule is ongoing.</li> <li>• Specialist contractors brought in for regular service of pool water treatment plant and equipment.</li> <li>• NOP and EAP in place.</li> <li>• COSHH risk assessments and safety data sheets in place for chemicals used in the pool.</li> <li>• PPE provided as appropriate e.g. handling of hazardous chemicals/substances.</li> <li>• Pool chemicals/substances stored in a weather-tight and well-ventilated place away from the building</li> </ul>			*	
Deepwater / shallow water supervision	<p>Swimmers</p> <p>Swimming teachers</p>	<ul style="list-style-type: none"> <li>• Competent and trained staff <ul style="list-style-type: none"> <li>▪ Swimming Teachers will have a minimum of a STA/ASA Level 2 (or equivalent)</li> <li>▪ Level 1 Swimming teachers are permitted to teach under the supervision of a level 2 teacher.</li> <li>▪ There will be at least 1 Swimming Teacher with a current Pool Safety Award on the poolside at all times.</li> </ul> </li> <li>• Water depth signs around the pool</li> <li>• Non/weak swimmers will remain in the shallow end.</li> </ul>			*	

		<ul style="list-style-type: none"> <li>Swimming teachers will have access to life-saving equipment (e.g., ropes, torpedo boys, poles).</li> <li>Shallow area segregated where necessary from deep water e.g. by use of lane rope.</li> </ul>				
<p>Deep water at 1.5 m in the deep end of the pool.          Many children aged 4–11 are unable to stand in 1.5 m of water, increasing the likelihood of submersion, panic, fatigue, and difficulty reaching safety.          There is no lifeguard present.</p>		<ul style="list-style-type: none"> <li>If possible, use a shallower section of the pool for younger children. Depths up to 1.2 m are easier to manage because many children can stand and a supervising swimming teacher can intervene more easily.</li> <li>Restrict deep-end use for younger age groups or novice swimmers.</li> <li>Nursery swimmers only use the small pool and the ratio does not exceed 1:4.</li> <li>Increased adult-to-child ratio for Reception swimmers: four swimming instructors to 30 children, supported by additional school staff (TAs/class teachers) around the pool.</li> <li>A dynamic risk assessment is carried out for Years 1 and 2. Additional swimming teachers are present where required, with school staff (TAs) assisting from poolside.</li> <li>All swimming teachers hold a minimum of the STA Pool Safety Award, renewed every two years.</li> <li>There are no blind spots in the pool. Lighting is good, the pool bottom is clearly visible and there are no isolated deep areas where children could drift unsupervised.</li> <li>A documented risk assessment, Normal Operating Procedure (NOP) and Emergency Action Plan (EAP) cover the pool and are shared with all staff.</li> </ul>		*		

		<ul style="list-style-type: none"> <li>• Rescue equipment (pole, torpedo buoy, throw line) is easily accessible. Staff know where it is located and how to use it.</li> <li>• Clear signage instructs children to stay in the shallow zone if they are weak swimmers or under swimming teacher supervision.</li> <li>• Children are grouped by swimming confidence and ability. Confident swimmers may access water depths above 1.2 m under supervision by a JLPS swimming teacher.</li> </ul>				
Diving/jumping		<ul style="list-style-type: none"> <li>• Clear warning signs are visible around the pool to advise swimmers of water depth, safe diving areas and general diving rules.</li> <li>• The minimum depth of water where shallow diving can be allowed is 1.5m.</li> <li>• Normal operating procedures (NOP) and emergency action plans (EAP) are also in operation.</li> </ul>			*	
Level and quality of supervision for programmed sessions I.e. risk of drowning	Swimmers	<ul style="list-style-type: none"> <li>• All Swimming Teachers will have a minimum of an STA/ASA Level 2 (or equivalent) to take a class/group for lessons.</li> <li>• A minimum of two adults are always required on the poolside.</li> <li>• At least one swimming teacher on the poolside should always have a current STA Pool Safety Award.</li> <li>• Level 1 Swimming teachers are permitted to teach under the supervision of a level 2 teacher.</li> <li>• Pool Manager (RD) to ensure induction of new staff / ongoing staff training.</li> <li>• Swimming teachers will have read the NOP and EAP.</li> </ul>			*	

		<ul style="list-style-type: none"> <li>• Bather loads are imposed as per managing safety in swimming pools and are not to be exceeded.</li> <li>• The bather load of the swimming pool is 35.</li> <li>• EAP in place</li> <li>• Staffing ratios in accordance with the NOP.</li> </ul>				
Swimmers with additional needs	Swimmers	<ul style="list-style-type: none"> <li>• Class teachers need to make swimming teachers aware of specific needs of individuals that may affect a pupil within the pool environment. E.g., the pool environment can be stimulating and stressful for some swimmers.</li> <li>• A safe space may be required.</li> <li>• Bather loads are reduced for Oysters SRP swimming lessons, and staff ratios are increased.</li> <li>• Oysters staff will ensure that there are sufficient helpers in the water to provide a 1:1 ratio for those needing constant support and a sufficient number of other helpers to provide the degree of support required by the group.</li> <li>• Where possible, the Pool Manager (RD) will avoid changes to staffing when this group is being taught.</li> <li>• If a swimmer is struggling within the environment, an individual risk assessment/ pastoral support plan will be carried out in collaboration with the school SENCO.</li> <li>• Swimming Manager (RD) has completed Autism Education Trust training- Making Sense of Autism.</li> </ul>			*	
Swimmers with known medical needs.	Swimmers	<ul style="list-style-type: none"> <li>• If a swimmer has known medical needs, then an individualised Risk assessment and/ or PEEP will be completed in collaboration with the school SENCO.</li> </ul>		*		

		<ul style="list-style-type: none"> <li>• Pupils must be supervised carefully and by a responsible adult.</li> <li>• This may require additional staff to aid in supervision.</li> <li>• Swimmers with epilepsy require additional observation as water shimmering or flickering lights may cause a seizure. A separate Risk Assessment for each individual must be carried out in collaboration with the SENCO.</li> <li>• Emergency medication (e.g., inhalers, EpiPens) is brought poolside by classroom staff for younger children, and by the child themselves in Key Stage 2, in a clearly labelled container or bag.</li> </ul>				
Missing children	Swimmers	<ul style="list-style-type: none"> <li>• A register and headcount should be recorded before, during and after the swimming session to ensure all children are accounted for.</li> </ul>			*	
DBS (disclosure & barring service) checks/child protection	Swimmers Swimming Teachers	<ul style="list-style-type: none"> <li>• All swimming teachers have enhanced DBS checks.</li> <li>• Any swimming teachers being employed from outside of the school should be subject to DBS checks prior to commencing any work with the children.</li> <li>• Volunteers that help out with swimming sessions and who have unsupervised access to the learners are required by the school to have an up-to-date DBS check.</li> <li>• Swimming Teachers will participate in annual child protection training at the start of each academic year.</li> <li>• Swimming teachers will have read the school's Safeguarding Policy and will be aware of who the Designated Safeguarding Leads are.</li> </ul>			*	

		<ul style="list-style-type: none"> <li>Posters identifying the Designated Safeguarding Leads are displayed in the pool hall.</li> </ul>				
First aid provision	Swimmers Swimming Teachers Spectators	<ul style="list-style-type: none"> <li>Adequate levels of trained first aiders on site.</li> <li>When administering first aid, staff, where possible, wear PPE</li> <li>A fully stocked 1<sup>st</sup> aid kit is easily accessible and kept in the swimming pool.</li> <li>Face shields should be available on request from staff for resuscitation.</li> <li>Communication network in place</li> <li>NOP and EAP in operation</li> <li>There is a defibrillator located at the deep end of the pool, which can be used. Staff have received basic training to use this piece of equipment.</li> </ul>			*	
Rescue equipment	Swimmers	<ul style="list-style-type: none"> <li>Suitable and sufficient rescue equipment is available, including: <i>Reach pole.</i> <i>Torpedo buoy</i> <i>Blankets</i> <i>Defibrillator</i></li> <li>Staff are trained and competent in the use of the rescue equipment.</li> </ul>			*	
Pool equipment	Swimmers	<ul style="list-style-type: none"> <li>Goggles, floats, and other equipment should be in good condition.</li> <li>Equipment needs to be checked prior to lessons commencing. Any children misusing equipment will be disciplined accordingly.</li> <li>The equipment should be stored in a safe and dry location.</li> </ul>			*	
Masks	Swimmers	<ul style="list-style-type: none"> <li>These should not be worn unless in exceptional circumstances.</li> </ul>			*	

		<ul style="list-style-type: none"> <li>Any goggles used should be made of unbreakable plastic or rubber.</li> <li>Pupils should be taught to remove them by slipping them off their head rather than by stretching the retaining band.</li> </ul>				
Changing facilities	Swimmers	<ul style="list-style-type: none"> <li>Separate changing facilities for girls and boys.</li> <li>Accessible changing facilities.</li> </ul>			*	
Hygiene	Swimmers	<ul style="list-style-type: none"> <li>Pupils should be encouraged to go to the toilet before entering the pool.</li> <li>Pupils are encouraged to remove their shoes before entering the poolside.</li> </ul>				
Evacuation of pool	Swimmers Swimming teachers	<ul style="list-style-type: none"> <li>Clear, visible signage marking all emergency exits.</li> <li>Designated evacuation routes and assembly points communicated to all staff and pupils.</li> <li>Staff-to-pupil ratios maintained to ensure supervision during evacuation.</li> <li>Pool area kept free of obstacles that could impede evacuation.</li> <li>Where needed, children with disabilities or medical needs have a PEEP, created in collaboration with the SENCO.</li> <li>Evacuation procedures are included in staff induction and updated in the NOP.</li> </ul>			*	
Bodily spills		<ul style="list-style-type: none"> <li>Clear policy that anyone with diarrhoea or infectious illness must not use the pool until medically cleared.</li> <li>Pool staff trained in hygiene, safe handling, and cleaning procedures for bodily fluids.</li> <li>Spill kits (gloves, absorbent materials, disinfectant) readily available at poolside.</li> <li>Immediate removal and disinfection of affected areas; pool water treated according to public health guidance if contamination occurs.</li> </ul>			*	

		<ul style="list-style-type: none"> <li>• Children wearing appropriate swimwear and swim nappies where necessary.</li> <li>• Staff wear personal protective equipment (PPE) when handling bodily fluids.</li> <li>• Procedures for reporting and recording incidents of contamination, including informing parents/carers if relevant.</li> <li>• Regular water quality monitoring to ensure chemical levels are correct after contamination incidents.</li> </ul>				
Clubs / private hire/lettings		<ul style="list-style-type: none"> <li>• The hirer must produce a risk assessment detailing the activities being undertaken.</li> </ul>			*	
<b>Review date:</b>		<b>Signed by:</b>		<b>Job title:</b>		
October 2026		Mr Rob Dowling		Pool Manager		
<b>Approved by:</b>		<b>Signed by:</b>		<b>Job title:</b>		
October 2026		Mr Mark Ashley Jones		Head of School		