

Mer-Fin Swim Ltd	Residual Risk Assessment of: Swimming lessons Area: Pool supervisors at Prestfelde school						Carried out by: Amy Down		
Full review date: August 2027	Review date: Ongoing as required (amendments in red) (amendments since last review in green)	Specialist assessment needed: Lifeguards/pool supervisors. Teachers. Young persons. SEN. 1 poolside team member with a relevant lifesaving qualification required per session/day. No longer than 3.5-hour shifts. In-person team training sessions to be held annually for all team members. Annual competency test mandatory for NPLQ qualified team members.							
Assessment of Risk									
What are the Risks/Hazards?	Likelihood			Severity			Risk		
	L	M	H	L	M	H	L	M	H
Demographic of pool users and nature of activities		X			X		X		
Risk of drowning	X					X	X		
Depth of water	X					X	X		
Risk of injury	X				X		X		
Training/Qualifications	X					X	X		
Access arrangements		X			X		X		
Pool Hall Features	X				X		X		
Equipment and Additional risks	X				X		X		
Collision, distraction and lane rope hazards		X			X		X		
In the event of an emergency	X					X	X		

Bodily fluids / contamination		X			X			X	
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Risk/Hazard		What measures are in place?
Demographic of pool users – children from aged 2 years to elderly Young children - running, slipping and jumping into the pool unsupervised Elderly – potential heart attacks or other age-related conditions whilst in attendance nature of activities – Swimming lessons		- Pool rules such as no running to be enforced by poolside team. - Children to be supervised by their parents/guardians whilst waiting for their lesson to start. - Swimmers to only enter the water where the teacher is present and ready to receive them. - All medical information to be shared with team members confidentially. - Team members to be vigilant with supervision of elderly swimmers and offer opportunities for regular breaks where required.
Swimmers at risk of injury/drowning during lessons		- Lifeguard/poolside team member on poolside whilst the pool is occupied. - Safety instructions are reiterated to the swimmers before entering the pool.

	• Swimmers are not to enter the water unless an instructor or dedicated assistant is present. • Instructor to check the register prior to swimmers entering the water. • Instructor to ensure that non-swimmers are using appropriate flotation aids whilst swimming or, when practicing unaided swimming, that they are fully supervised by in-pool team members. • Ratios are kept to a maximum of 3:1 for non-swimmers and weak swimmers. 6:1 for intermediate and advanced swimmers. • Children have access to the appropriate required swimming floatation aids. • Instructor to always supervise swimmers in their class. Where an instructor does not hold a valid lifesaving qualification the lifeguard/poolside team member will lifeguard that class for the duration of the lesson. • Swim teachers to teach age/ability-suitable activities to their class. • Lifeguard to supervise shallow end during the last 5 minutes of each width lesson. • Should an incident occur where multiple team members are required to attend to an incident, the remaining swimmers in the affected class will evacuate the pool and return to their parents
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	to enable the in-pool and lifeguard/poolside team members are able to react reasonably and promptly and give the appropriate first aid to the casualty. 999 should be called promptly for serious injuries. Lifeguard/poolside team member to complete an accident/incident report.
Depth of water • Risk of swimmer jumping or diving into deep/shallow water. • Swimmers in water out of their depth for their ability	• Depths displayed in large print around the pool. 1.3m-2.3m. • Non-swimmer zone board in suitable location. • Lifeguard/poolside team member to always be vigilant and to ensure pool rules are always obeyed. • Parents/carers to supervise spectating children who are not in lessons or whilst waiting for their lesson to start. • Sections of the pool with an appropriate depth are used, considering the class ratio and swimming abilities of the swimmers. • Teachers to supervise the safety of their own class with the support and assistance of the poolside team member where any incidents occur. • Should an incident occur where multiple team members are required to attend to an incident, the remaining swimmers in the affected class will evacuate the pool and return to their parents to enable the in-pool and lifeguard/poolside team members are able to react reasonably and promptly and give the appropriate first aid to the casualty. 999 should be called promptly for

	serious injuries. Lifeguard/poolside team member to complete an accident/incident report.
Risk of injury - Slips/Trips/Falls • Swimmers/parents/team members tripping on poolside equipment. • Slipping over in the changing rooms due to water on the floor. • Non-swimmers walking around poolside unaccompanied.	• Lifeguard/poolside team member to ensure that all lane ropes and equipment are stored safely, the poolside is clutter-free, and the 'no running' rule is adhered to. • Lifeguard/poolside team member to ensure that the equipment boxes are tidy and doors are shut during lesson times. • Team members are to regularly check for and remove any excess water from the floor of the changing rooms. • The lifeguard/poolside team member is to be aware of any swimmers walking near the pool and to observe them/encourage them to walk away from the pool edge. Enforcing pool rules. • All team members remind swimmers to walk a safe distance from the edge of the pool, when appropriate. • Parents/guardians are made aware when booking the procedure to collect non-swimmers/flight risk children from their lesson on poolside promptly as the lesson ends. • Procedure for bringing children to their lesson and collecting them once the lesson has finished is outlined in the terms and conditions that are sent to all customers and featured in the FAQs on the website (mer-finswim.co.uk).

	• Should a child fall into the pool because of walking unaccompanied poolside, in-pool and lifeguard/poolside team members are to react reasonably and promptly and give the appropriate first aid, if required. Lifeguard/poolside team member to complete an accident/incident report and inform Amy Down.
Non-swimmers, and swimmers with disabilities or medical conditions Higher risk swimmers more likely to receive injury or be at risk of drowning	• Swimmers with disabilities are placed in an appropriate class, where they can receive suitable and sufficient supervision. • Sections of the pool with an appropriate depth are used, considering the class ratio and swimming abilities of the swimmers. • Lifeguard/poolside team member to always supervise pool where available. Instructors ensure the safety of their own lessons. • Any medical conditions to be written on the register and the lifeguard/poolside team member to be made aware prior to swimmers entering the pool. • Parents/carers are required to make team members/swim school aware of any medical conditions via Swimphony prior to their first lesson. • Parents/carers are required to make team members/swim school aware of any new medical conditions via email and on their Swimphony portal. • Parents/carers are required to bring any medication along to each lesson, such as asthmatic inhalers.

Dunking, fighting, bullying, gymnastics, acrobatics, and boisterous games Injury caused through participating in non-allowed activities	• All team members to always reinforce pool rules. • Swim teachers to teach water safety and pool rules as part of lessons structure. • Where appropriate and available, assistants are to support swimmers who require additional supervision. • Swimmers actively breaking pool rules and creating risk are to sit out of lessons and team members to reiterate rules before allowing re-entry into the water. • Lifeguard/poolside team member to consult with parents/carers where necessary and to inform Amy Down. • Continued behaviour will cause exclusion from lessons.
Training/Qualifications	• All unsupervised teaching team members to hold a Swim England level 2 qualification or equivalent. • Team members who are undergoing teacher-training are to be supervised by a fully qualified Swim England level 2 or equivalent member of team members. • Lifeguards/poolside team members hold a valid lifesaving qualification.

	• All team members over the age of 16 have a valid DBS certificate and new team members are required to register on the DBS update system. • All team members to undertake suitable and relevant safeguarding training regularly. • In-pool/dry-side assistants are supervised by qualified team members if they do not hold Swim England or equivalent qualifications. • Regular teachers to hold a valid lifesaving qualification, such as NRSTAC or equivalent. • Cover/ad-hoc teachers who do not hold a lifesaving qualification: their class will be lifeguarded specifically by the poolside team member/lifeguard who holds the qualification. • All regular team members to undertake annual training to support their role. • NPLQ qualification holders will attend annual training and competency tests.
Access Arrangements Children using the appropriate changing room for their age	• All swimmers under the age of 8 years old are to use the changing room that is reflective of their carer's sex assigned at birth. • All swimmers over the age of 8 years old are to use the changing room reflective of their own sex assigned at birth..

Use of mobile phones in changing rooms Disabled swimmers accessing the pool from the disabled changing room • Risk during arrival, waiting, handover and departure from lessons. • Unauthorised or unsupervised access to poolside.	• All persons over the age of 8 years old must use the changing room of their own sex assigned at birth. • The use of mobile phones/devices is not permitted in any changing room. • Disabled swimmers or those utilising the disabled changing room will proceed to the pool through the changing room that reflects their own sex assigned at birth. • The Prestfelde pool does not have use of a hoist facility. Pool users must be able to safely enter and exit the pool without this facility. • Parents/guardians remain responsible for children until the teaching team is ready to receive them and resume responsibility promptly at the end of the lesson. • Swimmers only enter poolside/water when directed by a Mer-Fin Swim team member. • Poolside access and exit routes must be kept clear; any venue access issue must be reported to the lifeguard/coordinator and Amy Down.
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Pool hall features / environment • Wet surfaces, restricted circulation space, visibility issues or defects in the pool hall may increase the risk of slips, trips, collision or delayed rescue.	• Lifeguard/poolside team member completes a visual check of poolside before lessons and keeps circulation/rescue routes clear. • Any defect, obstruction, lighting/visibility concern or unsafe condition is reported, and lessons are adapted or stopped if safe supervision cannot be maintained. • No running rule is always enforced. • Water must be clear – lessons will not be delivered where water is cloudy and visibility is reduced. • pH levels must be within range for lessons to be delivered. • Prestfelde school should notify Mer-Fin Swim/Amy Down where pool conditions are unsuitable for use. • Excessive chemical smells will be reported to Prestfelde. In extreme cases, where this causes unreasonable discomfort, lessons will not be delivered. • Lessons will not be delivered where the water temperature is below 28 degrees C – temperatures below 28 degrees C are deemed to be an uncomfortable level for in-pool team members, babies, young persons, SEN swimmers or those who have a medical condition which could be affected by low water temperatures. • Lessons will not be delivered where the poolside and/or changing room air temperature is either below 26 degrees C or
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	above 30 degrees C – air temperatures below 26 degrees C or above 30 degrees C are deemed to be an uncomfortable level for in-pool team members, babies, young swimmers, SEN swimmers or those who have a medical condition which could be affected by either low or high air temperatures. • Lessons will not be delivered where there is a lighting failure or dim/inconsistent lighting in the venue. • Insufficient external lighting to be reported to the venue at the earliest convenience. • Damaged floor tiles or similar damage should be reported to the venue at the earliest convenience. • Young persons will not be involved with chemical handling or clean-up of any bodily fluids. • Damaged/broken fixtures (such as pool steps/ladders or sanitary facilities) to be reported to the venue at the earliest convenience.
Equipment and additional risks • Teaching aids, lane ropes or other equipment may cause trip, entrapment or impact hazards if damaged or poorly positioned.	• Teaching and rescue equipment is visually checked before use and positioned so that it does not obstruct poolside or emergency access throughout each session. • Damaged or unsuitable equipment is removed from use and reported to Amy Down. • Equipment is returned safely to the designated storage area after use.

Pool venue equipment	• Equipment is used for its original purpose only. • Swimmers or other attendees must not climb on any railings. • Swimmers must not loiter around in pool steps/ladders. • Swimmers must not place their arms in between the in-pool rail and the pool wall.
Collision, distraction and lane rope hazards	• Activities are organised to reduce the risk of swimmers colliding with each other, the lane rope, pool wall or other pool users. • Swimmers are given clear start/stop points and sufficient spacing. • Equipment is kept within the lesson lane and controlled so it cannot drift into other swimming areas. • Teachers avoid activities that require unsafe crossing of the lane ropes or reduce their ability to supervise swimmers. • Swimmers are reminded not to climb, sit on or become entangled in lane ropes.
Emergency arrangements • Drowning, serious injury, medical emergency, fire/evacuation or another event requiring lessons to stop.	• A suitably lifesaving-qualified lifeguard/poolside team member is present whenever the pool is occupied.

	• All team members are supplied with all risk assessments, policies and procedures to enable them to carry out their role safely. • All team members must know their role in the venue emergency arrangements and follow the Prestfelde School emergency procedure and Mer-Fin Swim emergency procedures. • Emergency/rescue equipment and access routes must remain immediately available. • Lessons stop and bathers are cleared from the pool whenever the lifeguard/coordinator judges that safe operation cannot continue. • All accidents/incidents are reported and recorded in accordance with Mer-Fin Swim procedures; venue issues are also reported to Prestfelde School.
Bodily fluids / contamination • Solid stool, diarrhoea or vomit in the pool or on poolside may expose swimmers and team members to contamination and create a slip/hygiene hazard.	• All team members to be supplied with Prestfelde School's pool operating procedures. • All team members will attend mandatory annual training and induction training where new team members join. Should an in-person training session not be possible for individual team members: a video guide will be provided by Mer-Fin Swim Ltd.

	• A flow chart guide for contamination procedures will be kept at Prestfelde pool within Mer-Fin Swim's equipment to act as an aid in the event of contamination. • All incidents of contamination will be reported to Prestfelde school.
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