

# **SAMPLE POOL SAFETY PLAN**

Effective July 1, 2014 all schools in Connecticut who offer aquatic activities must have a pool safety plan adopted and in place. The following model pool safety plan was developed by the Connecticut Interscholastic Athletic Association and the Connecticut Association of Athletic Directors to assist schools who do not have a plan in place. Neither CIAC nor CAAD imply this document in any way is a complete or absolute final document. It is general in nature and each school should review it and modify it to best fit their individual needs. CIAC and CAAD's purpose is to provide this sample pool safety plan to assist schools in the development of their own pool safety plan and CIAC and CAAD makes no representations as to the effectiveness of the plan and it assumes absolutely no responsibility or liability for the contents within.

As addendums to this document and to fully implement your pool safety plan each school should take the time to review the new pool safety law in Connecticut PA 13-161 ***"AN ACT CONCERNING POOL SAFETY AT PUBLIC SCHOOLS"*** which can be found at - [cga.ct.gov/2013/act/pa/pdf/2013PA-00161-R00HB-05113-PA.pdf](http://cga.ct.gov/2013/act/pa/pdf/2013PA-00161-R00HB-05113-PA.pdf) and the Connecticut Department of Public Health 19-13-B33b ***"SWIMMING POOL HEALTH CODE"*** which can be found at - [ct.gov/dph/LIB/dph/environmental\\_health/recreation/pdf/19\\_13\\_b33b.pdf](http://ct.gov/dph/LIB/dph/environmental_health/recreation/pdf/19_13_b33b.pdf)

## **Acknowledgements**

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## **SAFETY REQUIREMENTS FOR ALL AQUATIC ACTIVITIES**

The following safety requirements must be adhered to in order to ensure optimum safety in the swimming pool:

1. A qualified life guard, or qualified educator, or qualified coach, must be on the pool deck in addition to any instructor or coach supervising the aquatic activity. They must be designated with the sole responsibility for monitoring the student safety at an aquatic activity and they must:
  - Ensure the safety of all students.
  - Be alert and attentive at all times.
  - Always have a clear view of the entire pool.
  - Visually scan above and below the water surface continually.
  - Not get distracted or leave the pool area.
2. The qualified life guard, or qualified educator, or qualified coach must always enter the pool area first and be the last to leave.
3. All pool facility doors will remain locked when the facility is not in use.
4. The qualified life guard, or qualified educator, or qualified coach must ensure the pool has all the necessary safety equipment and is readily available each time the pool is in use. Pool deck must be kept clear of unnecessary equipment.
5. There must be a designated telephone in close proximity of the pool deck designated for emergency calls.
6. The instructor/coach in addition to the qualified life guard, or qualified educator, or qualified coach required to be on the deck must be wearing attire that would permit a safe in water rescue.
7. A safety orientation and demonstration for all participants must be conducted prior to initially using the pool. It must include all safety rules and regulations, including "horse play", diving restrictions, safety procedures, water depth, and any other pertinent safety information.
8. The instructor and/or the qualified life guard, or qualified educator or, qualified coach must make certain that the start of the deep end is clearly marked.
9. In all non-athletic aquatic activities, participants must be classified by swimming ability and swim in the appropriate areas of the pool.
10. Prudent methods of pool safety such as the use of the buddy system, continually check head count, and underwater check at class conclusion are to be strictly followed.
11. Pool rules will be enforced at all times.
12. Attached pool rules are to be posted at each facility and in each locker room.
13. The diving board/starting blocks are only to be used by those instructed in the proper techniques of diving and only with the permission and supervision of the instructor/coach.
14. Only those involved as a participant in the aquatic activity such as an instructor, coach, official, timers, etc are allowed on the pool deck. No others are permitted.

### **EMERGENCY ACTION PROTOCOLS**

Emergency protocols for each school should be developed in cooperation with the school administration, school health, safety and security personnel as well as municipal first responders (police, fire, EMS, etc.) They should include but not be limited to:

1. Procedures to be followed for life-threatening swimming pool related emergencies. (clearing pool of students, emergency contacts, first-aid)
2. Procedures to be followed for injuries in the pool and locker room areas.
3. Instructions to be followed during school lock-downs.
4. Emergency school evacuations. Areas of refuge for students in wet bathing suits during cold winter months or for disabled students (planning in conjunction with emergency responders).
5. Response to chemical spills, gas releases, and air quality concerns.
6. Designated responsibilities of pool staff members during specific types of emergencies.

## **POOL MAINTENANCE EQUIPMENT AND SUPPLIES.**

1. The school district will consistently check for clarity of water, temperature of air and water, PH and alkalinity and record on a daily basis. A daily log will be kept in the pump room for access by the board of health inspectors and basics will be recorded in the procedures manual. Pools that host a competitive school swim team must conform to NFHS standards as written in Rule 2-“Pool Lane & Equipment Specifications” unless otherwise grandfathered.
2. A current pool license will be displayed in a prominent place at all times.
3. An inventory the safety materials checklist necessary for safe a operation of the pool will be filled out on a daily basis. Required items such a as life buoys and throw lines, shepherd’s crook, reaching pole and first aid supplies, including resuscitation mask, backboard and blanket must be properly maintained and be readily available.

## **PHYSICAL EDUCATION SWIM CLASS PROTOCOLS**

### **1. INITIAL ORIENTATION**

As part of the orientation given to students at the beginning part of the course or program, each instructor will:

- Review the safety guidelines and Pool rules so that everyone understands them.
- Make it clear that safety precautions will include a swim test procedure to classify and assign students to specific areas according to ability levels and students must have the instructor's approval to progress to a more advanced station.

### **2. CLASS SIZE**

It is recommended that all aquatics classes not exceed 15 students per qualified life guard, qualified coach or qualified educator.

### **3. LOCKER ROOM**

- a. Locker room should not be entered via the pool deck whenever possible. If access to the locker room must be via the pool deck students must enter deck area, and proceed to assigned locker room area to change.
- b. Any student displaying open sores, inflamed eyes, skin rash, any communicable disease, will be denied entry into the pool and referred to the school nurse immediately. Those students will not be allowed to participate in the water until the problem has been corrected.
- c. Once all the class is over the supervisors will inspect the pool area and all locker rooms to make certain there is no one left behind.

### **4. THE POOL**

- a. Students will not be allowed onto the pool deck area or into the pool without the physical presence of the required personnel defined in PA13-161 who will:
  - take attendance to determine who is present.
  - count all pupils who enter the pool deck area and/or water.
  - record the count by swim groups and total students in the class book or on the clipboard.
  - re-count at least once again to assure that all are accounted for before pupils

are excused to leave the water and /or pool deck area.

- communicate and record the departure of any student from the pool area during class so that the count of those in the pool will always be accurate.
- clear the water if the count does not check out at any point and a check of the entire pool shall be conducted.

b. Special attention will be given to careful organization of "Free Swim" periods which require intense supervision.

- The students will be assigned a "buddy" within their own ability group and will sit or stand still and quiet, in pairs, in an orderly fashion at pool side with their instructor.
- The instructor in charge will record the number of "pairs" counted by the instructor of the group.
- After recording the count, the teacher in charge will give a signal to indicate that the students may enter the water for their "free swim".

## POOL RULES

**A QUALIFIED LIFE GUARD OR, QUALIFIED EDUCATOR OR, QUALIFIED COACH IN ADDITION TO THE AQUATIC SUPERVISOR** must be present for anyone to enter the pool area.

**SHOWERS** must be taken with warm water and soap before entering the water.

**FLOATATION** devices are not to be worn or used unless approved by the teacher/coach or lifeguard.

**NO** swimming alone!

**NO** food or drink other than water allowed on deck.

**NO** glass containers allowed in pool area.

**NO** running or inappropriate behavior on the deck or in the locker rooms.

**NO** relieving of your bodily functions in the pool water.

**NO** gum.

**NO** diving into the shallow end.

**NO** diving into the pool without permission from the instructor/coach.

**NO** splashing unless directed to do so.

**NO** touching or hanging onto another person while in the water.