

# Sedbergh Swimming Club

## Pool Closure Procedures

### Unplanned closure of pool

Unplanned closures of Sedbergh School's pool can occur when unavoidable circumstances force the pool to close. The pool needs to be safe and comfortable for all swimmers, but particular for toddlers/children. In the event of an unplanned closure the following procedures should be followed –

If the pool is closed at short notice then Sedbergh School will normally contact the Chair or the Secretary of the Club. They will then endeavour to make contact with all lifeguards and teachers via **WhatsApp** message to let everyone know what the problem is and the timescale for resolving and what the risks might be. A decision will then be made as to the next steps.

If it is agreed that the pool is to close for lessons and sessions then the Chair or the Secretary shall notify all Committee Members and Members of the Swimming Club of the closure as soon as possible giving as much detail about the issue.

### Who to contact:

All Committee Members and all Members of the Swimming Club;

*NB - If the problem is discovered by a Committee member during a Club lesson or session then Sedbergh School bursary must be contacted immediately to enable them to rectify the problem.*

### How to notify Members:

- Swimming Club's Facebook page – a post will be added to the Club's Facebook page updating members of the situation by the Chair or the Secretary;
- Sedbergh Primary School – the Chair or the Secretary will notify Secretary/Head Teacher T: 015396 20510 or E: [admin@sedbergh-pri.cumbria.sch.uk](mailto:admin@sedbergh-pri.cumbria.sch.uk).
- Sedbergh Community Facebook page – a Facebook post will be added to the page by the Chair or the Secretary or another Committee member;
- Posters – if time permits a poster will be placed on the entrance/changing room doors by a Committee member;

### Planned closure of pool

If the pool has a planned closure then Sedbergh School will normally contact the Chair or the Secretary of the Club. They will then make contact with all lifeguards and teachers via **WhatsApp** message to let everyone aware of the closure period.

### How to notify Members:

A post will be added to the Swimming Club's Facebook page giving advance warning of the closure period.

Posters will be placed on the entrance/changing room doors by the Chair or the Secretary or another Committee member giving members advance warning of the closure.

24 February 2020