

HEALTH AND SAFETY POLICY

DATE: April 2018

Updated: April 2019, 2020, 2021, 2022, 2023, 2024, 2025



Kingfishers Swim Schools

Aim:

The aim of this policy is to prevent accidents and occupational ill health by eliminating hazards, wherever possible, and by reducing those that remain to the lowest level reasonably practicable. The Health and Safety Policy demonstrates that all members of the Swimming School have a part to play in making our workplace safe and healthy.

General Policy:

Kingfishers Swim School will, so far as reasonably practicable, take all steps necessary to ensure the health, safety and welfare of all its' teachers, lifeguards and other persons in the pool area and will endeavour to conduct its' affairs in such a way as to protect persons not in their employment who may be affected by its undertaking.

Particular attention will be given to:

- Safe systems of work.
- Arrangements for the safe use, handling and storage of equipment.
- Sufficient information, instruction, training and supervision to enable all affected people to contribute to their own health and safety and to avoid hazards.
- A safe place to work with safe access and egress from it.
- Training available for necessary employees in first aid, lifesaving and resuscitation.
- The awareness of drugs and alcohol misuse
- Risk/hazard assessments for each pool.

Arrangements for the reporting of injuries and dangerous occurrences will be in accordance with RIDDOR 1995.

Level of responsibility

All staff at the Kingfishers Swim Schools are self-employed, however we recognise the importance of providing a safe working environment.

Owners: *Responsible for health, safety and safe working practices within the working environment, promoting best practice and ensuring that a safe system of work is employed.*

Teacher/assistant/helper/lifeguard: *While at work to take reasonable care for the health and safety of themselves, their pupils and other persons who may be affected by their acts or omissions.*

Strategy for Managing Children's Behaviour

The Kingfishers Swim Schools accept that, in extreme cases, physical action may be necessary to take a child away from a situation so as to stop personal injury either to the child, to other children, to an adult or to prevent damage to property.

Should a child misbehave repeatedly the Teacher will explain why their behaviour is not acceptable and that if the pupil persists with this behaviour they will be taken away from the situation. This could mean sitting on the pool wall or poolside benches for a 'time out'. The pupil should be observed during this time in case there is any over-reaction. After the 'time out' period the child should be returned to the lesson and encouraged to do well so that any effort to conform may be rewarded by verbal praises. The teacher needs to reinforce signs of good, acceptable behaviour. No child should leave the pool or go home on a negative note and without the Teacher speaking to them positively.

if a child continues to be constantly disruptive the Teacher will speak to the parent asking for their support. The Teacher should also inform a senior member of staff. After further consultation with the Teacher, various strategies may be used to help the child. In the unlikely event of poor behaviour continuing the child MAY be asked to leave the Swim School.

Health and Safety for Staff

In addition to being aware of issues listed in the overall Health and Safety policy, Staff at the Kingfishers Swim Schools are expected to take responsible care of themselves and to protect themselves from the following risks and hazards when working for the Swim Schools.

Possible areas for concern maybe divided into two sections: In the water and on poolside.

In the water:

- *Irritant properties of the water and swimming pool atmosphere causing rashes, inhalation injuries, respiratory problems, asthma and eye problems. (European respiratory Journal)*
- *Damage to the voice*
- *Infection from contaminated water*
- *Verruca or other fungal infections*
- *Physical injuries caused by a child grabbing at clothing or body*
- *Sunlight and reflection flickering on the water*
- *Infection from contaminated water*

On the poolside

- *Irritant properties of the water and swimming pool atmosphere causing rashes, inhalation injuries, respiratory problems, asthma and eye problems. (European respiratory Journal)*
- *Damage to the voice*
- *Slipping on tiles and pool surrounds*
- *Vomit or blood spillages*
- *Physical or verbal abuse from a customer*
- *Hazards on poolside that may cause trips or falls*
- *Young children moving around poolside where teacher is walking*
- *Sunlight and reflection flickering on the water*

Hygiene rules

Hygiene rules for swimmers

- *If possible shower before entering the water.*
- *Use the toilet before entering the water.*
- *Blow nose before entering the water.*
- *Anyone suffering from any type of stomach upset (diarrhoea or sickness) should not be allowed in the pool until 48 hours after the last episode.*
- *Persons with any infected skin lesion should not be allowed in the pool.*
- *Persons with a discharging ear infection should not be allowed in the pool.*
- *A swimming hat should be worn by all swimmers with long hair in order to protect the filter systems and stop the hair covering the face while swimming.*
- *Verrucas do not need to be covered while swimming but please wear clean footwear on poolside.*

Hygiene rules for staff and spectators

- *No shoes are allowed in the changing rooms or on poolside and must be left on the shoe racks or placed in a bag and taken with you.*
- *Customers are requested not to bring buggies onto poolside.*

Drug and alcohol awareness

Aims:

- *To be aware of the inappropriate use of and misuse of drugs and alcohol.*
- *To ensure that those we teach are not put at risk by anyone's inappropriate use of drugs or alcohol.*
- *To ensure that confidentiality is maintained and that our self-employees have access to support and advice if they require assistance.*