



**Shaw
Education
Trust**

Hydrotherapy Pool Safety Operating Procedures

Date Agreed: 10th March 2025

Chair of Committee: Peter Cade

Next Review Date: 10th March 2027

Normal Operating Procedure

INTRODUCTION

The purpose of this policy is to ensure that all staff using the hydrotherapy pool are familiar with the Normal Operating Procedure (NOP) and the Emergency Action Plan (EAP).

Details of the pool

Length 6.8 x 6.8

Depth 1.0 metres Shallow End

1.2 metres Deep End

- This is a deck level pool with steps and handrail to the left-hand side of the pool
- A Jacuzzi is situated at the top right-hand corner of the pool operated by a push button on poolside to the right of the pool covers
- Access into the pool is either by a tracking hoist and sling, chair or bed hoist
- There are 3 changing areas, 2 on poolside with changing / shower beds (2 beds are situated on the right-hand side and 1 bed on the left), the other changing room / toilet is on the right hand side as you enter the pool hall.
- Pool temperature runs at approximately at 35 degrees, air temperature at 30 – 31 degrees and humidity 45 – 65%

Access to the pool is via the main door which is security locked and requires a programmed key fob to gain access.

Maximum bather load of the pool is 8 (4 support staff & 4 students)

First Aid – A first aid box is situated on the wall on the left-hand side next to the telephone. All pool staff hold a current 3-day First Aid at Work certificate. During school hours a nurse is available for medical needs and emergencies.

POTENTIAL HAZARDS

- Shallow water – No diving allowed.
- Extremely slippery floor surfaces, both changing areas and the pool tank – cotton socks to be worn by all supporting staff and weight bearing students / clients.
- Handrail – potential risk for getting arms and legs stuck.
- Jacuzzi changes the clarity of the water immediately in the area when it is switched on.
- Emergency Exits must be kept clear at all times.
- Water – all students staffed to meet their needs.

SAFETY

- Mag-lock to pool door to be activated at all times during school hours, requiring fob access.
- Lifeguard must be poolside at all times when the pool is in use.
- At least one member of staff in the pool must hold a current RLSS Emergency Response for Swimming Pools certificate.
- Changing bed brakes are not to be released unless you have appropriate footwear (using your hand is not appropriate)
- The chair and bed hoist must only be moved if you are wearing the appropriate footwear (trainers or swim shoes)
- No student in the pool for longer than 30 minutes due to the temperature of the water.
- Students who have constant faecal incontinence and are likely to have bowel movements when they are in the pool **MUST** wear suitable confinable swimwear (recommended Hi-Line swimwear).
- No students on poolside without adult supervision.
- All students must have written risk assessments carried out before using the pool (a copy needs to be given to Pool Management).
- All students and staff must have completed a contra-indication form before accessing the pool for the first time, this will identify potential health hazards and will be reviewed regularly.
- Students and staff must shower before entering the pool.
- No eating poolside or within the pool area.
- No glass or pot containers allowed poolside.
- No jewellery worn in the pool (except wedding bands)
- Long hair must be tied back.
- Staff must wear a t-shirt when in the pool.

Ivy House Hydrotherapy Pool

Emergency Action Plan

Action to be taken in the event of an emergency

LACK OF WATER CLARITY

- The Headteacher and Staff will be informed at the earliest opportunity if the pool is not in use due to poor water quality.

FIRE ALARM AND BOMB THREAT

- On hearing the fire alarm, please refer to the Fire Evacuation policy and procedures
- Wait for confirmation from a Fire Marshall that it is a full evacuation.
- Be prepared to evacuate the building by the nearest fire exit.
- Students will be brought out of the pool by the same method they were put in.
- Students on the changing beds will be taken out of the emergency exit on the bed.
- No attempt should be made to re-enter the building once you have left it.
- Pool staff will collect the foil blankets from the office.
- All areas will be checked by the designated Fire Marshall.

EMISSION OF TOXIC GASES

- Evacuate building as fire evacuation outlined above and inform Emergency Services

INJURY TO BATHERS

- RLSS UK National rescue will assess the situation and direct appropriate staff to alert the nurse and Health and Welfare Assistants if necessary.
- Pull the pin of the **RED** pendant to alert the nurse and Health and Welfare Assistants. Remove casualty from the pool if appropriate and administer first aid.
- Telephone Emergency Services (**pool telephone 999**)
- If possible the student should be accompanied by a member of staff.
- Parents will be notified as soon as possible.
- All accidents reported to the Headteacher and appropriate forms completed.