

ST. NICHOLAS SCHOOL

HYDROTHERAPY POOL POLICY

INTRODUCTION

St. Nicholas Hydrotherapy pool is a 5m x 7m heated pool, the water is 1.22 m deep. The environment is multi-sensory with additional sound and light equipment.

The pool is multi purpose to enable children to develop their physical, emotional, and social and communication skills whilst providing enjoyment, awareness and confidence in water.

In the absence of a specific Kent County Council policy relating to therapy pools, this document has been produced following advice from KCC, public swimming pool personnel and published material.

POOL MAINTENANCE:

A pool maintenance contract will be kept with Buckingham. Service Contract for Pool boilers to be kept with Topline.

The pool must only be used if an "approved water tester" has posted the appropriate sign on the door into the pool. **If there is any doubt about the condition of the pool – it should not be used and the site manager or assistant caretaker should be informed.**

The only "approved water testers" are the Site Manager and assistant caretaker.

The water will be tested four times each day.

Water test results must be recorded in the log kept in the Therapy pool plant room. All records are to be kept for six years. (Appendix 3)

The water temperature is kept between 31.4 and 33.2 C with air temperature 1C higher. Humidity level is set to reflect this temperature and therefore must not be altered without authority.

The Site Manager or assistant caretaker will maintain the Therapy pool including "backwashing" the filter and emptying and cleaning the pool at the frequencies recommended by the supplier.

All chemicals are stored in the plant room in separate lockers in accordance with COSHH guidelines and regulations. Keys are kept by the site-manager and the Headteacher.

The Site Manager will organise daily cleaning of the therapy pool areas.

Details of equipment within the pool area are posted on the store door.

Sound and light equipment. All the sensory equipment is controlled from a PC based within the pool store cupboard. The equipment is a sensory-based sound and light experience. The controls must not be brought out of the cupboard and the unit/equipment must be turned off after each session or user.

Staff trained in the programming of this equipment is: Gordon Blake. Other staff will be trained as necessary to operate the equipment.

GENERAL USE:

A suggested maximum of 8 persons to use the pool in any one session. Use of the pool must be recorded in the diary kept on the pool shelf outside the changing rooms by the entrance. **Lone use of the pool is strictly prohibited.**

The provided shoe covers must be worn by the pool-side staff.

A risk assessment for each child should be made to determine the ratio of staff to children. The adult delivering a physiotherapy programme to the pupil has to have been inducted or trained by a qualified member of staff i.e. Physiotherapist if a hydrotherapy programme. If a water based/leisure activity it is advisable for a staff member to have a teaching swimming qualification such as ASA module 1 & 2 or Halliwick. Where it is deemed necessary swim nappies, which are kept on the shelf outside the changing rooms, must be worn to prevent any contamination of pool water.

At least two adults must always be present when the therapy pool is in use - at least one of whom must be outside the pool and able to seek help if necessary. The adult on the side of the pool must be a qualified RLSS/NPLQ life saver.

Emergency call switches are placed on side of the pool next to the entrance door as you walk into the pool area.

Pupils must not be allowed to use the pool unless written parental consent has been obtained. (Appendix 2)

Staff are advised that pregnant women, elderly persons and those suffering from heart disease, diabetes, high or low blood pressure, or anyone using anticoagulants, antihistamines, vasoconstrictors, vasodilators, stimulants, hypnotics, narcotics or tranquillisers should not use the Therapy pool without first seeking medical advice.

The recommended maximum time in the pool for children is 30 minutes. Adults wishing to stay longer in the pool should take care not to overheat - coming out of the water at intervals and showering in order to cool down is recommended. Drinking water is available in the entrance area please make sure you fill the jug provided before commencing your session. Please make sure you intake liquid at the end of your session.

Pupils should not use the Therapy pool immediately after a meal.

Moving and Handling: All staff should be aware of and follow the latest risk assessment for the moving and handling of students and equipment. The ceiling hoist is available for pupils requiring assistance in and out of the pool. Each changing room has a changing bed and a shower chair is available. Slings are available in 3 sizes, they must be rinsed and hung to dry following use.

NO running in the pool area, jumping or diving into the pool.

No pupil should be left in the pool area unattended at any time.

Staff should not stay in the pool water for more than one and a half hours. They must then rest for twenty minutes and consume some water.

The pool must be vacated and not used for 24 hours following soiling (liquid faeces or vomit) occurs.

No glasses or crockery should be taken into the therapy pool area.

PROCEDURE

Staff must make sure the entrance door to the pool area is locked after entering and at all times throughout the session. There is a key available in the key box – code number 4455 or a door bell to gain attention.

All persons must shower before and after use. There is a shower chair or shower trolley available for students if necessary.

Any aromatherapy or massage oils previously used must be washed off before using the pool.

Shampoo, bath crystals, bath foam, etc, are not to be used in the pool.

Wherever possible, changing beds, shower chair or slings should be used in place of lifting.

Each changing room has a lock, which can be operated from the outside in an emergency.

Drinking water is available on the shelf by the entrance to the pool area (fill jug before starting session).

BEFORE LEAVING THE POOL AREA

Ensure all doors are locked, windows closed and electrical equipment switched off.

After opening the door to the pool area, return the key to the key box outside the pool entrance door.

Ensure the register has been completed.

Ensure all pool toys, equipment and floatation aids are returned to the cupboard.

Ensure slings used are rinsed and hung to dry

Ensure all laundry removed from area (Please do not use emergency robes and towels unless an emergency)

Please advise management of any broken, damaged or faulty equipments.

EMERGENCY PROCEDURES

A first aid box is available on the shelf by the entrance.

Fire: In the event of a fire alarm the pool should be evacuated by the nearest exit either through the rear fire exit or the entrance. Children should be wrapped in towels or space blankets if possible. All staff and students should follow the Fire procedure instructions.

There is an alert button on the poolside and in the entrance area. If an emergency occurs these should be operated immediately.

A keiffer board and evac trolley are to the side of the pool and space blankets are available for emergency use in bags sited by the emergency exits. Alternative emergency exit by towel as demonstrated in life saving qualification can also be used.

There are bathrobes for adults in the staff changing areas.

If an incident occurs within the pool, a pool rescue should be commenced and the alert button pressed. All staff must undergo regular emergency evacuation training. There should always be a

lifeguard on the side who initiates and leads any evacuation. Regular evacuation practise will be undergone by staff early in each academic year.

USE OF POOL BY OTHERS (INCLUDING STAFF)

All persons using the pool do so at their own risk and must have signed a form indicating their understanding that the school has no responsibility or liability for an individual's safety. Provision of a fully trained lifesaver is essential.

A ceiling hoist is available for use but slings must be provided by user(s). When slings are being used by outside users they should rinse them in the bucket provided in the changing areas containing pool water before entering the pool.

It is the duty of the school to ensure all equipment is maintained in working order and the pool chemical levels are within the safety limits.

It is the duty of the individual to use equipment appropriately and to recognise that they are responsible for any damage caused by misuse.

Lone use of the pool is strictly prohibited.

Please refer to all Appendices (A,B,C,D,E) when involved in pool activities.

- Appendix A- Risk assessment for school pool
- Appendix B- Normal operating procedure
- Appendix C- Emergency Action Plan
- Appendix D- KCC Swimming Induction
- Appendix E- Pool Emergency Evacuation Training

EQUALITY, SAFEGUARDING AND EQUAL OPPORTUNITIES STATEMENT

St Nicholas School, in all policies and procedures, will promote equality of opportunity for students and staff from all social, cultural and economic backgrounds and ensure freedom from discrimination on the basis of membership of any group, including gender, sexual orientation, family circumstances, ethnic or national origin, disability (physical or mental), religious or political beliefs.

St Nicholas School aims to:

- Provide equal opportunity for all
- To foster good relations, and create effective partnership with all sections of the community
- To take no action which discriminates unlawfully in service delivery, commissioning and employment
- To provide an environment free from fear and discrimination, where diversity, respect and dignity are valued.

All aspects of Safeguarding will be embedded into the life of the school and be adhered to and be the responsibility of all staff.

ANGELA PIKE REVISED TERM 2 2016

A. Parent Permission

Dear Parents

Hydro-therapy Pool

We use our hydrotherapy pool for all children to meet a variety of needs. The pool is tested daily with the water temperature kept at a constant 31C (+/- 1), air temperature 2C higher. In order that your child may use the pool will you please complete the form below.

Yours sincerely

Daniel Lewis
Head of St. Nicholas

St. Nicholas Therapy Pool

I give my consent for to use the hydrotherapy pool at St. Nicholas.

I will inform staff on days when he/she is unable to participate for some reason, i.e. any of the undernoted:

- ☐ Acute vomiting or diarrhoea
- ☐ Medical instability following an acute episode
- ☐ Proved chlorine/bromine allergy
- ☐ Known heart or lung condition
- ☐ Open infected wounds or gastro buttons
- ☐ Weight in excess of evacuation equipment limit
- ☐ Acute systematic illness/high temperature
- ☐ Wearing of swim nappies where deemed appropriate

I will send in named costume and towel.

Signed Parent/guardian

Date.....

B: Indemnity

Staff/other individual's use of the Therapy Pool outside school hours.

Individual's use of the pool is at their own risk and they are requested to sign the indemnity below absolving St. Nicholas from any responsibility as made clear in the Lettings Policy

It is the duty of the individual to use all equipment appropriately and accept full responsibility for any damage caused to equipment or premises.

Individuals are advised to follow the pool guidelines, have regard for health and safety policies and are reminded of the risks to health using the pool by persons with medical needs.

Daniel Lewis
Head of St. Nicholas

Name:.....

I agree to the foregoing and accept personal responsibility for use of the pool.

Signed.....

Dated.....