

4.1 BATCHELOR SWIMMING POOL

Policy Number	4.1	Date Commenced	20/03/2013
Date Adopted	19/3/2013	Resolution Number	19/03/2013/007
Review Timeframe	4 years		
Last Review Date		Next Scheduled Review Date	April 2016
Policy Responsibility	Council and Chief Executive Officer		

Document History

Version	Date Amended	Details Comments e.g. Resolution Number
		Resolution by Council 101/04/96 – Pool Rules
		Resolution of Council 38/09/00- Pool Supervisor to receive and receipt incoming monies.
		Resolution by Council 17/11/01 When pool is hired it is exclusive to the hirer and the pool is closed to the public as well as key holders.

OBJECTIVES

To provide the community with a well maintained and sustainably managed asset.
To ensure quality of performance of staff and enhance safety and enjoyment for the community.

POLICY STATEMENT

1. Council undertake an annual Aquatic Facility Safety Assessment, and implement swimming pool improvement plans as part of a safety maintenance program.
2. Council continue to update its asset management plan, tools and training to enhance Council's ability to manage the short, medium and long term requirements of the Batchelor swimming pool.
3. Council continue to provide funding to bring the pool up to a designated safety standard, including safety signage, chemical storage, security, surveillance and amenities.
4. Local Schools and Outdoor education units are encouraged to take a greater interest in the Batchelor pool so as to ensure greater utilisation is achieved and it meets community needs. That they also work with Community Service officers to utilise the Batchelor swimming pool in targeting and collaborating across areas such as youth outreach, education, early childhood, leadership, disability, aged care, health and wellbeing.
5. Council continue to develop operational plans and related workforce development strategies as to maximise local employment in the swimming pool. Options could include funding for mentoring programs and development of innovative employment pathway programs.

The Batchelor Swimming Pool is located at Pinaroo Crescent in the Batchelor Township.

Opening Hours

The Swimming Supervisor is present during specified times of the week. These times include:

Mon:	3pm – 6pm
Tue:	Closed
Wed:	Closed
Thurs:	3pm – 6pm
Fri:	3pm – 6pm
Sat:	1pm – 6pm
Sun:	12pm – 6pm

The pool will be closed on Good Friday and Christmas Day.

Annual Closure

Each year the pool will close on the 1st July and reopen on the 31st August.

“Swim Clubs”

Council approved Swim Clubs have been established for individuals, families and groups to have pool access outside of normal opening hours.

Clubs swim times:

Morning swims 6am-8am

Lunch time swims 12noon -1pm

Evening swims 6pm-7.30pm

1. Two people are responsible for each Club and must have a Bronze Medallion, First aid and undertake training in the taking and reading of water samples and emergency evacuation.
2. Two keys to be given to these groups and the key holder will sign the Batchelor Swimming Pool *Out of Hours Agreement* re the conditions of use of the Pool and one of the key holders must be in attendance at all times. Refer to 7 below.
3. The keys mentioned in 2 above are not transferable unless by notice to the Council.
4. The person receiving the key must have the qualifications/training mentioned in 1 above.
5. The Principals of the Batchelor Area School and Batchelor Institute have a key which can be given to their Education personnel to use the Pool for school activities. These people must have the qualifications/training as described in item 1. Notification of these events to be coordinated with the Pool Supervisor.
6. Every member who partakes in the Clubs out of hours swim sessions must purchase a season ticket and present such to the key holder at each swim session.
7. The key holders must sign the Swimming Pool Out of Hours Agreement which in brief states the following;
 - They are over the age of 18 years of age.
 - Hold a current bronze medallion and first aid certificate and be competent in CPR and lifesaving techniques.
 - Must be in attendance at all times the Pool is open for out of hour's sessions.No more than 25 people shall be in the Pool at any one time.

- Be trained in emergency evacuation procedures of the Pool and be aware of the relevant contact personnel such as Ambulance and Police.
- Be aware of the location of all safety equipment contained in the Pool and have keys to access this equipment.
- Be trained so as to comply with all health and safety legislation and regulations relating to the sampling of water and to undertake this task prior to all Club swims. The exception will be the evening club swim where the Pool Supervisor will have undertaken a water sample prior to finishing his/her shift apart from the days when the pool is closed. Should the sample NOT meet the required standard NO swimming will be allowed.
- All other conditions as contained within the Swimming Pool Out Of Hours Agreement.

Pool Hire for functions and events

Group and School hire is also available and the *Pool Hire Agreement* must be completed prior to access being granted.

1. The Hirer must sign the Swimming Pool Hire Agreement which in brief states the following;
 - They are over the age of 18 years of age.
 - Will have someone in attendance that holds a current bronze medallion and first aid certificate and is competent in CPR and lifesaving techniques at all times the Pool is hired for the event or function.
 - No more than 25 people shall be in the Pool at any one time.
 - Complete an induction of the pool which includes:
 - emergency evacuation procedures of the Pool and awareness of the relevant contact personnel such as Ambulance and Police.
 - The location of all safety equipment contained in the Pool and have keys to access this equipment.
 - All other conditions as contained within the Swimming Pool Hire Agreement.

Forms: *Out of Hours Agreement* and *Pool Hire Agreement*.

Conditions of entry and pool rules

The current rules apply at the Batchelor Swimming Pool:

1. No alcohol permitted in pool enclosure.
2. No smoking within the venue.
3. No glass to be taken into the pool area.
4. Abusive, disruptive or offensive behaviour and language are not permitted.
5. Cameras and mobile phone cameras are not permitted in change rooms.
6. No running, pushing, bombing or inconsiderate behaviour.
7. No diving or pushing in or near the shallow end of the pool or wading pool.
8. Children under 10 years of age must be accompanied by an adult.
9. No animals allowed with the exception of Guide Dogs.
10. Appropriate clean swim wear to be worn in the pool.
11. Pool users must shower before entering the pool.
12. Security of valuables is a personal responsibility.
13. No hard ball games to be played in pool enclosure.
14. Pool supervisor can refuse entry to those deemed unsuitable.
15. Pool supervisor can request an individual to leave pool enclosure if he/she deems their behaviour unsuitable.

General Operating Procedures and Maintenance

The **technical operations** of the facility are documented in the operation and maintenance manuals supplied by the manufacturers and/or suppliers. It is the responsibility of the Pool Supervisor to ensure all technical manuals are supplied by all contractors and remain current to the facility's operation.

There is a clear delineation between general operating procedures and technical operating procedures for the facility hardware including plant and equipment.

The Pool Supervisor has an Operational Manual for the **general operational** procedures for the pool.

The operations manual contains information on:

1. Physical Layout
2. Supervisory Procedures
3. Personnel Policies and Procedures
4. Induction, Training & Qualifications
5. Emergency Action Plan
6. Occupational Health and Safety
7. Maintenance
8. Pool Operations and Water Quality

General Pool maintenance is carried out during the 2 hours directly before the pool opens to the public.

On the days the pool is not open due to the Pool Supervisor not being in attendance the water testing and plant checks are conducted by staff from the Operational team.