

## Risk Assessment Template

Situational	Tick	Physical / Chemical	Tick	Environmental	Tick
Slip, trip, fall		Harmful substances		Temperature	
Fall from height		Electrical (shock, burns, fire, arcing, explosion etc)		Weather	
Lone Working		Biological agents		Extreme locations (mountains, mud flats etc)	
Manual Handling		Fire		Local hazards (other activities occurring in the vicinity e.g. construction)	
Non-routine/emergency situations		Machinery (entanglement, incorrect setup etc)		Cross infection (respiratory/contact)	
Ergonomic (e.g. posture, repetitive motion)		Use of sharps			
<b>Task To Be Assessed:</b>		Facility risk Assessment for Swimming Pool including use for General Swimming Sessions			
<b>Reference Number:</b>		n/a			
<b>Number Of People Exposed:</b>		Circa 1800 per week	<b>Assessment Date:</b>		12/04/2025
<b>People Exposed (Staff / Student / Visitor):</b>		Staff – Lifeguards, Pool Operators, Coaches Students – Competitive and Recreational Users Visitors – Members, Casual Admissions, Participants in external hire sessions			
<b>Department:</b>		Facilities Management	<b>Location Of Activity:</b>		Edge Hill Sport
<b>Activity Description: (Please give a description of the activity you are risk-assessing, including times, number of people, and current controls where applicable)</b>		This risk assessment considers the significant risk associated with the provision of the swimming pool, including its use for general swimming sessions. It considers the hazards and risk associated specifically with the provision of the swimming pool only. Control measures relevant to some hazards which are also applicable to the wider facilities, such as fire, are detailed in the overall sports facilities risk assessment. and should be read alongside the overall Sports Facilities risk assessment.  Any activities other than general swimming session should have a separate assessment completed by the relevant manager to consider the additional risks created by that activity.			

Hazard Checklist – use this to identify the hazards to be considered:

N.B. The list is not exhaustive as other hazards may be identified and additional options can be found in the Risk Assessment Guidance for Biology and Media.

Hazard Number	Hazard	Person at Risk	How is Person at Risk	Control Measures	Residual Risk Factor*		
					L	C	R
1	Swimming Pool Water	Bathers	Bathers can suffer drowning or come to other harm from swallowing the pool water, or becoming out of their depth in the pool water.	<p><u>Lifeguard Supervision and intervention if required</u> The pool always has an adequate number of RLSS Qualified Lifeguard on duty when open. The role of the lifeguard includes hazard spotting and carrying out water rescues if required.</p> <p><u>Child Supervision Ratio</u> An adult to child supervision ratio is in force in line with CIMSPA guidance note GN014</p> <p>(Changes in water depth detailed as hazard number 8)</p>	2	2	4
2	Inadequate or inappropriate supervision when the pool is in use  (continued on rows below)	All Pool Users should they require assistance could potentially be harmed by an inadequate response	Under-Trained Lifeguards providing inadequate supervision of the pool or inadequate response to an incident, such as bathers out of their depth, drowning, injury,	<p><u>Qualifications/Training</u> All Centre Assistants who work as Lifeguards will possess a RLSS NPLQ lifeguarding qualification. The RLSS are an organisation advised by HSG 179 Paragraph 143.</p> <p><u>Competency Tests</u> Centre Assistants have completed a training session or competency test in line with RLSS guidance before lifeguarding the pool by themselves.</p> <p><u>Ongoing Training</u> Centre Assistants are required to attend regular lifeguard training sessions led by an RLSS Trainer Assessor.</p>	1	2	2

Hazard Number	Hazard	Person at Risk	How is Person at Risk	Control Measures	Residual Risk Factor*		
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				<u>External Hire</u> To ensure the above controls are in place EHS will provide the lifeguards for any external hire sessions. Hirers will not be permitted to arrange for their own external lifeguards for their sessions			
(cont..)	<i>Inadequate or inappropriate supervision when the pool is in use. (contd..)</i>	<i>All Pool Users should they require assistance could potentially be harmed by an inadequate response</i>	Insufficient number of lifeguards providing inadequate supervision of the pool or inadequate response to an incident, such as bathers out of their depth, drowning, injury,	<u>Lifeguard Bather Ratios</u>  For general swimming sessions one lifeguard will be required until the bather numbers go above 20 at which time they will call for a second lifeguard.  The number of lifeguards required will vary for different activities, and will be considered in the activities risk assessment. 1 lifeguard for up to 20 bathers, and 2 lifeguards for more than 20 is the minimum supervision which should be in place when the pool is in use unless specifically detailed in the activities risk assessment.  Depending on the characteristics of the pool users, factors such as noise level, behaviour, or swimming ability may make the pool more difficult to lifeguard. Lifeguards can request additional lifeguards to assist them should they feel it is required, as long as the minimum number set out above are adhered to.	1	2	2

Hazard Number	Hazard	Person at Risk	How is Person at Risk	Control Measures	Residual Risk Factor*		
					L	C	R
2 (cont..)	<i>Inadequate or inappropriate supervision when the pool is in use. (contd..)</i>	<i>All Pool Users should they require assistance could potentially be harmed by an inadequate response</i>	Incorrect Positioning of Lifeguards leading to inadequate supervision of the pool or inadequate response to an incident, such as bathers out of their depth, drowning, injury,	<p><u>Lifeguard Zone Visibility Tests</u> HSG179 Paragraph 84 suggests the use of Lifeguard Zone Visibility tests to determine the lifeguard positions.</p> <p>Having conducted LZVTs, EHS operates with one lifeguard in the lifeguard chair which is in the corner of the pool furthest from the entrance. From the lifeguard chair all areas of the pool can be observed.</p> <p>When there is a second lifeguard they should be on the opposite side of the pool. The LZVTs advise that there is no other position in which all areas of the pool can be seen due to the glare from the windows which moves position depending on the time of day and the weather conditions. The second 'standing' lifeguard position therefore has flexibility to allow the lifeguard to position and then reposition themselves as necessary around the shallow end and shower side of the pool to best see past any glare which maybe present.</p> <p>When there are 2 lifeguards on duty both lifeguards will scan the whole of the pool, and will not split the pool into 2 zones.</p>	2	3	6
				<p><u>Supervision</u> Supervisory staff including Duty Supervisors and Duty Managers are familiar with the lifeguard positions and monitor the Lifeguards adherence to these.</p>			

Hazard Number	Hazard	Person at Risk	How is Person at Risk	Control Measures	Residual Risk Factor*		
					L	C	R
3	Absence of or Inadequate Response of Lifeguards in an emergency	All Pool Users should they require assistance could potentially be harmed by an inadequate response	Un-alert Lifeguards providing inadequate supervision of the pool or inadequate response to an incident, such as bathers out of their depth, drowning, injury,	<u>Duty Spells</u> HSG 179 Paragraph 93 suggests lifeguards spend no longer than 60 mins on poolside, up to 90 in extreme circumstances. This is included in the PSOP	1	3	3
				<u>Lifeguard Rotations</u> HSG 179 Paragraph 94 suggests lifeguards rotate frequently. Our PSOP advises Lifeguards to rotate every 30 minutes or more frequently if required.			
			Lifeguards unable to call for support when required	<u>Push Button Alarm</u> There is a push button pool alarm, and two pager alarms on the poolside which are linked to reception			
				<u>Handheld Radios</u> There is a two-way radio on the poolside enabling Centre Assistants to contact other staff for support if needed			
4	Suction Entrapment and entanglement in the pool tank	All Pool Users	Hair or costume entanglement in the Sump Outlet Grids	<u>Grill Design</u> The holes in the sump grills conform to the industry standard of being less than 8mm in diameter.  The outlet path doesn't narrow for a distance of around 40cm below the grill/pool floor level. This moves the vortex away from the bottom of the pool making entanglement less likely.	1	5	5
			Suction Entrapment in the Sump Outlet Grids	<u>Pool Design</u> There are three sump outlets leading into the same connecting pipework, meaning that if one were blocked then the bather would not be subjected to the full force of the flow.			

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			<i>Finger Entrapment in the Sump Outlet Grids</i>	<u>Grill Design</u> <i>The holes in the sump grills conform to the industry standard of being less than 8mm in diameter.</i>	1	5	5
			<i>Entrapment between the ladders and the pool wall</i>	<u>Ladder Design</u> <i>The gap between the top step of the ladders and the wall is less than 8mm.</i>	1	4	4
			<i>Hair or costume entanglement in the inlet grids</i>	<u>Inspections</u> <i>Periodic Inspections of the inlet grids to check for damage</i>	1	4	4
			<i>Suction entrapment on the pool vacuum outlets</i>	<u>Operating Procedures</u> <i>The handheld pool vac is only used when the pool is closed. To finish using the pool vac 'Valve 2' must be closed. The set up for normal operation of the pool is to have the pool vac outlets closed.</i>	1	4	4
5	Electricity	All Pool Users	<i>Electric shock due to damage on the fixed electrical installation</i>	<i>Annual installation inspection for the centres 'Wet' areas in line with the IEE Wiring Regulations BS 7671'</i>	1	5	5
			<i>Electric shock due to damage to portable electrical appliances</i>	<i>Regular PAT Testing carried out on all of the frequently used portable appliances in the centre.</i>	1	5	5

Hazard Number	Hazard	Person at Risk	How is Person at Risk	Control Measures	Residual Risk Factor*		
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			<i>Electric shock cause by moisture in the pool hall air</i>	<i>The socket in the pool store is Moisture Resistant Socket as per BS 7671</i>	1	5	5
			<i>Electric shock caused by a surge of power from the socket on poolside</i>	<i>The socket in the pool store has a Residual Current Circuit Breaker as per BS 7671</i>	1	5	5
6	<i>Inadequate or unsafe Pool Water Quality</i>	<i>Bathers and Lifeguards</i>	<i>Physical Pollution</i>	<u>Filtration</u> <i>The pool waters circulatory system flows through two strainers baskets and three medium rate glass filters. The filtration system is monitored and maintained in line with PWTAG Code of Practice.</i>	1	2	2
			<i>Chemical Pollution</i>	<u>Dilution</u> <i>The pool water is regularly diluted as a result of the backwashing process. TDS levels are monitored and maintained in line with the PWTAG Code of Practice</i>	1	3	3
			<i>Biological Pollution</i>	<u>Residual Disinfection</u> <i>Sodium Hypochlorite is added to the pool water as a residual disinfectant. This is dosed in line with the PWTAG Code of practice.</i>	1	3	3
				<u>Secondary Disinfection</u> <i>The pool water is treated by a UV light as a non residual disinfectant.</i>			
				<u>Coagulant</u> <i>Poly Aluminium chloride is constantly dosed into the pool water</i>			
<u>P.T.O.P</u> <i>The PTOP have details on action to be taken following contamination incidents including blood, vomit, or faeces and are written in line with the PWTAG Code of Practice</i>							
<u>Monitoring</u> <i>Regular Micro bacteriological Water tests of the pool water are completed in line with the PWTAG Code of Practice.</i>							

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				<u>Pool Equipment</u> EHS equipment is deep cleaned regularly. External hirers are required to assure EHS Management that any equipment brought into the pool has been appropriately cleaned.			
			The water temperature is either too high or too low	<u>Monitoring</u> The pools temperature is maintained between 28-30 in line with the PWTAG Code of Practice. The Pool would be closed if the water temperature fell below 26 degrees.	1	2	2
			Swimming in water with an unsafe PH	The automated dosing system doses CO2 to control the PH levels of the pool. Levels are maintained and monitored in line with the PWTAG code of practice.	1	3	3
7	Deterioration of building fabric, fixtures, fittings, and finishes.	Staff, and Bathers	Damage to the building fabric, fixtures or fittings caused by high condensation/Humidity levels	<u>Monitoring</u> Monitor Relative Humidity between 40% and 60% as recommended by STA Guidance  <u>Reactive Maintenance</u> Any required reactive maintenance can be logged on the FM Reporting System	1	5	5

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8	Changes in the Water Depth	Bathers	Bathers who are not aware of changes in the pool depth may place themselves in water which is out of their swimming abilities	<p><u>Signage</u> There is signage in place to identify the shallow end and deep end</p> <p><u>Design</u> The good design of the pool has the changing room entrance leading towards the shallow end of the pool</p> <p><u>Markings</u> There is a line of tiles marking the point at which the pool floor starts to slope</p> <p><u>Supervision</u> Lifeguards are on duty when the pool is open who are with the pool's depths and depth change points</p> <p>This is most likely to affect children who are less likely to be strong swimmers and also likely to be shorter. External hirers should consider the swimming ability of their participants and the adult child supervision ratios.</p>	1	4	4
9	Slips Trips Falls	Bathers and Staff	Injury caused by slipping tripping or falling around poolside	<p><u>Hazard Spotting</u> The lifeguards are trained to hazard spot in their RLSS NPLQ, and take action when they notice hazards such as water pooling or object such as bags left on poolside.</p> <p><u>Non-Slip Tiles</u> The poolside tiles have a non-slip finish,</p> <p><u>Cleaning regime</u> In line with PWATG Guidance the pool surround is deep cleaned daily</p>	2	3	6

Hazard Number	Hazard	Person at Risk	How is Person at Risk	Control Measures	Residual Risk Factor*		
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10	Overcrowding	Bathers	Overcrowding restricts bathers movement and makes the pool harder to lifeguard	<p><u>Capacity Limits</u> Whilst the safe maximum bather load of the pool is 104, the maximum bather load included in the PSOP for customer service reasons is 60, keeping to 10 bathers to a lane.</p> <p><u>E.A.P</u> The EAP for overcrowding advises the lifeguards to inform the Duty Manager if the bather numbers get to 50 so that action can be taken before it reaches 60.</p> <p><u>Monitoring</u> The lifeguards conduct regular headcounts to draw attention to bather numbers</p>	1	3	3
11	Unauthorised access to the pool when intended to be out of use	Visitors, students or staff who believe the pool to be open, and Visitors, student or staff who intend to use	<p>The pool will not be adequately supervised, a may lack an adequate response to an emergency</p> <p>The pools water treatment program will be planned around the pool being closed meaning the chlorine</p>	<p><u>Opening and Closing Procedure</u> Centre Assistants are trained on the pools opening and closing procedure, which includes having a lifeguard on poolside from the moment the first bather enters the changing area when opening, until the last person leaves the changing area when closing.</p> <p><u>Restricted Access</u> When the building is closed the only access to the building is through the entrance into the first aid room. This door can only be opened with a staff card.</p>	2	2	4

Hazard Number	Hazard	Person at Risk	How is Person at Risk	Control Measures	Residual Risk Factor*		
					L	C	R
		<i>the pool even though they are aware it is closed.</i>	<i>or PH levels of the water may not be suitable for bathers.</i>	<u>Door Locks</u> <i>When the building is open but the pool is closed the door accessing the wet changing area, and the glass door accessing the pool hall can be locked.</i>  <u>Motion Sensor Alarm</u> <i>When the building is closed there is a motion sensor alarm which sounds in the security lodge if anyone has entered without authorisation.</i>			
12	<i>Power Failure to the pool plant room</i>	<i>Bathers</i>	<i>The pool water will not be circulating through the treatment system and around the pool tank. It will therefore not be heated or treated for pollution potentially leading to infection.</i>	<i>Assuming the only area effected is the pools water treatment, with the pool hall lighting and the rest of the centre operating as normal, then the pool will need to be closed if the power to the plant room cannot be restored. The pool can remain open for a short period of time if the residual chlorine and pH levels are within parameter, however will need to close if power cannot be restored as the surface draw off system will not be operating effectively and the water not receiving ongoing treatment. The amount of time the pool can remain open for will depend upon the bather loads. Varying from 5 minutes if the pool is busy, to a maximum of 15 minutes if the pool is quiet.</i>	1	4	4
13	<i>Failure of the lighting system</i>	<i>Bathers and Staff</i>	<i>Reduced visibility in the pool hall effecting the lifeguards ability to survey the bathers, effecting the bathers views potentially leading to collisions</i>	<i>The Duty Manager and Lifeguard team will make a judgement as to whether there is suitable levels of daylight in the pool hall to be able to safely operate. If any of the team feel that there isn't then the pool will be closed. The pool should not be open if the only lighting is the emergency lighting.</i>	1	4	4
14	<i>Confined Spaces – Pool Balance Tank</i>	<i>Contractors</i>	<i>The balance tank has reduced air quality, reduced visibility, limited access/egress, and the potential for suction entrapment.</i>	<u>PTW</u> <i>Permit To Work System in place which reviews contractors Risk assessments and Method statements to ensure the appropriate controls are in place</i>  <u>Pool Closure</u> <i>Work in the balance tank should only be completed when the pool is closed</i>	1	4	4


Hazard Number	Hazard	Person at Risk	How is Person at Risk	Control Measures	Residual Risk Factor*		
					L	C	R
15	Falling From Height	Staff	Falling from the lifeguard chair	<u>Training</u> The ongoing NPLQ training details how lifeguards should swap over with each other when working in the high chair position. It includes that the lifeguard on the ground watches the pool whilst the other lifeguard climbs down the chair so that they are not distracted and vice versa.	1	3	3
		Staff, and Contractors	Falling into the balance tank when the manhole cover is removed	<u>Isolation</u> Any work in the balance tank will only be completed when the pool is not in use. This reduces distractions in the pool hall, and reduces the requirement for staff to be in the pool hall.	1	5	5
16	Youth and Inexperience	Children	Children are likely to be smaller and less able to touch the bottom of the pool, they are also less likely to be strong swimmers	<u>Adult/Child Supervision Ratio</u> The reception and lifeguard staff are training in our adult/child supervision ratio which is based on CIMSPA Guidance.	1	4	4
		Less developed appreciation of risk	Children are less likely to appreciate risks in the pool hall such as running, or the deep end of the pool. They are also more likely to take risks such as attempting acrobatic entries to the pool.	<u>Lifeguarding</u> The lifeguards are aware of the risks and empowered to advise or instruct any bathers around risk as required. They can also call on support from the Duty Manager if required	1	4	4

\*Risk Factor (R) = Likelihood (L) x Consequence (C). Refer to Risk Matrix on final page.

For hazards which require **Additional** Control Measures, please also complete the below table. Please note that for hazards which existing control measures are sufficient, completion of the below table is not necessary.

Hazard Number	Additional Control Measures	Residual Risk Factor*			Action / by Whom?	Action / by When?
		L	C	R		
n/a	n/a				n/a	n/a

\*Residual Risk Factor (R) = Likelihood (L) x Consequence (C). Refer to Risk Matrix on final page.

<b>Assessment conclusion:</b> <i>(i.e., have all foreseeable hazards been identified and control measures put in place to ensure that the risk is as low as reasonably practicable, provided all additional control measures identified have been put in place?)</i>	<p>The risks associated with the provision of the swimming pool facility for general swimming sessions have been adequately identified using industry guidance such as HSG 179 and the PWTAG code of practice. The residual risk rating is at the highest 6 which the risk matrix below identifies as requires monitoring, and so I consider the risks to be suitably controlled.</p> <p>It is important to note as written above that for any activity other than general swimming, there should be an activity risk assessment completed to assess any additional risk introduced. For example a separate risk assessment should be completed for any swimming lessons taking place in the pool which should consider risks such as competency of teachers, child teacher ratios, pre existing conditions etc..</p>
	<p><b>Signature of Line Manager / Competent Person:</b></p> 
	<p><b>Date review required by:</b></p> <p>10<sup>th</sup> April 2026</p>

## Risk Matrix

		CONSEQUENCE				
		1 Insignificant	2 Minor	3 Moderate	4 Major	5 Critical
LIKELIHOOD	1 Rare	1 NO ACTION	2 NO ACTION	3 MONITOR	4 MONITOR	5 MONITOR
	2 Unlikely	2 NO ACTION	4 MONITOR	6 MONITOR	8 ACTION	10 ACTION
	3 Possible	3 MONITOR	6 MONITOR	9 ACTION	12 ACTION	15 URGENT ACTION
	4 Likely	4 MONITOR	8 ACTION	12 ACTION	16 URGENT ACTION	20 STOP
	5 Almost Certain	5 MONITOR	10 ACTION	15 URGENT ACTION	20 STOP	25 STOP

**Risk = Likelihood x Consequence Likelihood:**

- 1 Rare - this will probably never happen
- 2 Unlikely - do not expect it to happen / recur but it is possible it may do so
- 3 Possible - might happen or recur occasionally
- 4 Likely - will probably happen / recur but it is not a persistent issue
- 5 Almost Certain - will undoubtedly happen / recur, possibly frequently

**Consequence:**

- 1 Insignificant – no or minimal injury / insignificant damage to equipment or property
- 2 Minor – minor damage to property, or minor injury or illness requiring minimal medical intervention
- 3 Moderate - injury requiring medical assistance and could result in time off work, damage to property requiring repair
- 4 Major – major injury or damage to property, leading to prolonged time off work, increased time in hospital, and likely prosecution
- 5 Critical – incident leading to multiple permanent injuries, irreversible health effects, or death. Permanent loss of facility, or persecution

**Risk Factor / Residual Risk Factor:**

- NO ACTION (1-2): No further action, but ensure controls are maintained and reviewed
- MONITOR (3-6): Look to improve at next review or if there is a significant change
- ACTION (8-12): Improve within a specified timescale
- URGENT ACTION (15-16): Take immediate action and stop activity if necessary; maintain existing controls rigorously
- STOP (20-25): Stop activity immediately

<b>Version</b>	<b>Date</b>	<b>Author</b>	<b>Summary of Changes</b>
1.0			
2.0	May 2023	Health and Safety Manager	Tables split to clarify which sections are mandatory and improve legibility of risk assessments.