

Risk Assessment Form

Venue:	Pancras Square Leisure	Location of first-aid kit:	Cupboard located near fire exit	
Address:	5 Pancras Road London N1C 4AG	Stocked and maintained:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Group:	Serpentine Running Club Triathlon training	Location of first-aider:	Lifeguard poolside	
Date:	17/10/2023	Location of telephone:	Two-way radios used by staff. Coaches have mobiles, but signal poolside is unreliable	
Time:		Location of toilets:	In changing rooms next to pool	
Participants:	Number:	25 max	Location of changing rooms:	Beside Pool st lower ground level
	Age:	18+	Venue contact:	Duty manager:
	Ability:	Mixed	Name:	Duty manager:
Lead coach name:	Elizabeth Anne O'Connor	Number:	07485905068	
Venue documents read and understood (please ✓ appropriate box):	Normal operating procedures: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Additional notes:		
	Health and safety policy: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
	Emergency action plan (EAP): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

Name of person conducting risk assessment:	Signed:	
Elizabeth Anne O'Connor	E A O'Connor	17/10/2023

Note: Person conducting risk assessment must sign and date the bottom of both sheets.

Risk Assessment Form

Description of Hazard:	Level of Risk (high/medium/low) :	Those at Risk:	Action(s) to Alleviate Risk:	Date Reviewed/ Alleviated:
<p>Pool Design</p> <ul style="list-style-type: none"> • Potential for lane ropes to be loose - collision hazard • Background noise obscures instructions/warnings 	<p>Likelihood: Medium Impact: Low</p>	<p>Swimmers/ Coaches</p>	<p>Pool Design:</p> <ul style="list-style-type: none"> • Good lighting in place • Clear visibility from all angles of the pool • Ensure ropes anchored and straight • Coaches to ensure they can be heard by swimmers • Lane with disabled access not to be used to swim as a group. This lane would be best only used for drills and filming • CCTV on poolside • Panic buttons on poolside • 4 lifebelts on poolside • Fire exits at sauna end of pool and via changing rooms. 	<p>17/10/23</p>
<p>Depth</p> <ul style="list-style-type: none"> • 1.5m Deep end - shorter swimmers unable to touch bottom • 1.1-1.5m adaptable shallow end - collision hazard 	<p>Likelihood: Medium Impact: High</p>	<p>Swimmers</p>	<ul style="list-style-type: none"> • No sudden drop in depth • No diving allowed in shallow end to be announced at the start of every session • Depth clearly marked on digital board on the adaptable side • Lifeguard & coaches watch for struggling swimmers 	<p>17/10/23</p>

<p>Water/Air quality</p> <ul style="list-style-type: none"> • Water temp could be too high/low • Water visibility could be poor 	<p>Likelihood: Low Impact: High</p>	<p>Swimmers/ Coaches/ Centre Staff</p>	<ul style="list-style-type: none"> • Water temp and quality checked and recorded by pool management • Coaches ensure athletes keep hydrated and warm through appropriate exercise 	
<p>Pool Organisation</p> <ul style="list-style-type: none"> • Possibility of non-members entering club lanes • Swimmers not following pool and/or lane etiquette. • Swimmers hitting their head doing backstroke if 5m flags not in place or moved to wrong position 	<p>Likelihood: High Impact: Medium</p>	<p>Swimmers/ Coaches/ Centre Staff/ Members of public</p>	<ul style="list-style-type: none"> • Serpentine has use of whole pool • Call pool duty manager to deal with disruptive members of public • Ensure lifeguard in place • Use of 'Private Hire' boards available • Overtaking and swim direction to be explained at start of every session • 6 max swimmers per lane 	
<p>Human Resources</p> <ul style="list-style-type: none"> • No lifeguard in place • Too few coaches/Lack of experienced coaches • Lack of session plan 	<p>Likelihood: Low Impact: High</p>	<p>Swimmers/Coaches/ Lifeguard</p>	<ul style="list-style-type: none"> • Ensure pool management provides lifeguard • Ensure adequate coaching available in advance of the session • Ensure it is decided who is writing session plan decided beforehand 	
<p>Participants and ability</p> <ul style="list-style-type: none"> • Mixed ability swimmers could conflict • Poor English language comprehension among swimmers • Swimmers may have learning difficulties/physical disabilities • Swimmers may have illness/injury • Dehydration 	<p>Likelihood: Medium Impact: Low</p>	<p>Swimmers/ Coaches/ General public</p>	<ul style="list-style-type: none"> • Stream swimmers into lanes by ability • Coaches check for understanding • Application process highlights the need to be able to swim 100m • The start of each session will ask people to highlight any physical issues/injuries before they enter the water • Pre-screening of applications will highlight any learning difficulties/ physical disabilities 	

			<ul style="list-style-type: none"> • Water fountain at sauna end of pool and in corridor 	
<p>Equipment</p> <p>Trip/collision hazard</p> <ul style="list-style-type: none"> • Removable items: fins, pull buoys, bottles and other swimming aids • Immovable items: Lane direction signs, anchor points for lane ropes, lanes ropes, lifeguard seating 	<p>Likelihood: Medium</p> <p>Impact: Low</p>	<p>Swimmers/ Coaches/ Person filming/ General public</p>	<ul style="list-style-type: none"> • Point out any immovable obstructions at start of session • Ensure pool deck is clear of removable trip hazards as far as possible • No running poolside • Check all lane ropes secured and straight • Emergency aquaboard is available with neck support • Water safety equipment also poolside 	
<p>Use of video equipment for filming</p> <ul style="list-style-type: none"> • Trip or impact potential on pool deck from both removable items and immovable items • Impact between swimmer and camera • Data protection / access to video footage 	<p>Likelihood: Medium</p> <p>Impact: medium</p>	<p>Swimmers/ Coaches/ Person filming/ Centre staff</p>	<ul style="list-style-type: none"> • Ensure pool deck is clear of removable trip hazards • Person to assist person filming to warn of immovable trip hazards • Swimmers given clear brief on how to swim while being filmed to avoid collision with filming equipment • All members of the squad & coaches to consent to filming • Prior warning given to facility owners that filming will take place • Date & Time of filming session to be given with advance notice • Access to footage only available to members of the squad and not in the public domain 	