

## 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-aiders:	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:
	Age:	18+	Venue contact:
	Ability:	Mixed	Name:
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	<b>E A O'Connor</b>	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:
<b>Pool Design</b> <ul style="list-style-type: none"> <li>Potential for lane ropes to be loose - collision hazard</li> <li>Background noise obscures instructions/warnings</li> </ul>	Likelihood: Medium Impact: Low	Swimmers/ Coaches	<b>Pool Design:</b> <ul style="list-style-type: none"> <li>Good lighting in place</li> <li>Clear visibility from all angles of the pool</li> <li>Ensure ropes anchored and straight</li> <li>Coaches to ensure they can be heard by swimmers</li> <li>Lane with disabled access not to be used to swim as a group. This lane would be best only used for drills and filming</li> <li>CCTV on poolside</li> <li>Panic buttons on poolside</li> <li>4 lifebelts on poolside</li> <li>Fire exits at sauna end of pool and via changing rooms.</li> </ul>	17/10/23
<b>Depth</b> <ul style="list-style-type: none"> <li>1.5m Deep end - shorter swimmers unable to touch bottom</li> <li>1.1-1.5m adaptable shallow end - collision hazard</li> </ul>	Likelihood: Medium Impact: High	Swimmers	<ul style="list-style-type: none"> <li>No sudden drop in depth</li> <li>No diving allowed in shallow end to be announced at the start of every session</li> <li>Depth clearly marked on digital board on the adaptable side</li> <li>Lifeguard &amp; coaches watch for struggling swimmers</li> </ul>	17/10/23

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

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