CITY OF CAMBRIDGE SWIMMING CLUB

HEALTH AND SAFETY POLICY

This is the statement of general policy and arrangements for City of Cambridge Swimming Club.

City of Cambridge Swimming Club assumes overall and final responsibility for health and safety as well as day-to-day responsibility for ensuring this policy is put into practice.

STATEMENT OF GENERAL POLICY	RESPONSIBILITY	ACTION / ARRANGEMENTS
To prevent accidents and provide adequate control of health and safety risks arising from diving activities.	The Coach in charge of the session	The Coach will ensure all equipment and areas used for sporting activities are clear of hazards and are safe for the activities being undertaken
To provide adequate training to ensure employees are competent to do their work	City of Cambridge Swimming Club	All Coaches will hold a valid up-to-date coaching qualification and undergo a coach induction covering the relevant safety measures applied by the club for its sessions
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health	City of Cambridge Swimming Club and Duty Managers of Parkside Pools, Cambridge	The lead coach will consult with the duty manager regarding any health and safety issues and report any issues back to all working staff prior to the session commencing
To implement emergency procedures - evacuation in case of fire or other significant incident.	Pool lifeguard team	The Swimming club will follow the instructions of the pool staff and the EAP

First-aid boxes and accident book	Pool Office	All first aid shall be administered by a fully qualified lifeguard and logged in the accident report books of the pool (Accidents and ill health at work reported under RIDDOR: Reporting of Injuries, Diseases and Dangerous Occurrences Regulations)

Health and Safety Policy is subject to review, monitoring and revision by James Freezer, COCSC Head Coach every 12 months or sooner, if work activity changes.

JFreezer

JFreezer (Dec 29, 2020 14:58 GMT)

Signature

29-12-20

Date

CITY OF CAMBRIDGE SWIMMING CLUB

RISK ASSESSMENT

SWIMMING

Venue: Parkside Pools, Cambridge CB1 1LY

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	DO YOU NEED TO DO ANYTHING ELSE TO MANAGE THIS RISK?	ACTION BY WHOM?	ACTION BY WHEN?	DONE
Poolside Decking set up/ down Faulty Equipment Slips, Trips and Falls Drowning Pool Water Quality Horseplay Child Protection	Swimming Coaches, Swimmers, Public, Colleagues Bumps, bruises, sprains, strains, breakages, cuts and abrasions Collisions Drowning	A fully qualified Coach must be present and supervising for all sessions A fully qualified and up-to-date trained lifeguard must be present and supervising for all sessions, unless communicated with the Management team prior to the session. A Safe System of Work shall be completed and followed at all times All manufacture guidelines shall be adhered to All service dates and records shall be monitored and kept to We carry out general good housekeeping Staff keep work areas clear, eg no lane ropes left in walkways, pool floats stored in allocated place and packed away immediately after use, dryside equipment stored correctly when not in use Daily visual checks shall be completed and reported to the Duty Manager on all pool equipment used All colleagues shall be trained prior to setting up/down of any equipment and a coach induction checklist will be completed Pool water checks will be carried out by qualified pool staff at regular intervals according to the NOP All Coaches will hold a valid CRB to enable them to work on poolside Swimmers will only practice starts as directed by the coach who will monitor for safety.	Ensure pool staff clear the equipment away immediately after use Review all accident and incident reports	All staff, DM and Head Coach to monitor Head Coach	Daily Monthly	

THIS RISK ASSESSMENT HAS BEEN CHECKED AND APPROVED BY JAMES FREEZER, COCSC HEAD COACH

JFreezer

JFreezer (Dec 29, 2020 14:58 GMT)

Signature

29-12-20

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CITY OF CAMBRIDGE SWIMMING CLUB

RISK ASSESSMENT

DRYLAND TRAINING

Venue: Parkside Pools, Cambridge CB1 1LY

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	DO YOU NEED TO DO ANYTHING ELSE TO MANAGE THIS RISK?	ACTION BY WHOM?	ACTION BY WHEN?	DONE
Flumes and Surrounding Supports Baby Pool Faulty Equipment Slips, Trips and Falls Members of Public Child Protection Other Swimmers	Swimming Coaches, Swimmers, Public, Colleagues Bumps, bruises, sprains, strains, breakages, cuts and abrasions	A fully qualified Coach must be present and supervising for all sessions At least 1 coach will hold a NPLQ (First Aid) All coaches to carry out general good housekeeping All wet surfaces are squeegee or towelled dry before use Staff keep work areas clear, eg. no lane ropes left in walkways, pool floats stored in allocated place and packed away immediately after use, dryside equipment stored correctly when not in use Weekly visual checks shall be completed and reported to the Head Coach on all dryside equipment All colleagues shall be trained prior to setting up/down of any equipment All coaches will hold a valid CRB to enable them to work on poolside All participants are to wear shorts and swimsuits for warm ups with a t shirt being optional, with indoor trainers when appropriate, A maximum of 20 participants to use the area at any one time and make appropriate use of the area	Section off the area Review all accident and incident reports	All staff, DM and Head Coach to monitor Head Coach	Daily Monthly	

THIS RISK ASSESSMENT HAS BEEN CHECKED AND APPROVED BY JAMES FREEZER, COCSC HEAD COACH

JFreezer

JFreezer (Dec 29, 2020 14:58 GMT)

Signature

29-12-20

Date

Swim Mark 2021 Health and Safety Policy and General Risk Assessments

Final Audit Report 2020-12-29

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