



Pop-up-Pools Checklist

Pop-up-Pools are a new initiative to make swimming more convenient to schools. If your school has opted to go down this route, here is a list of requirements and considerations for you to seek clarification on from the operator:

School:

Site visit date:

Persons in attendance:

| Insurance | |
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| 1 | Does the company hold comprehensive insurance - a minimum level of £10 million for public liability is recommended and the policy must specifically cover school swimming. Additional insurance may be required for damage and fire. |
| 2 | Who is responsible for Pool insurance? |
| 3 | Does the temporary pool structure change your own school insurance policy? |
| Pool Safety | |
| 4 | The pool structure and operation procedures fulfil the requirements outlined in: <ul style="list-style-type: none">• Health and Safety in Swimming Pools (HSE Guidance, HSG179)• Hiring out of above ground domestic temporary pools (PWTAG, Technical Note 65) |
| 5 | Is all the H&S documentation in place, including risk assessments, prior to the and during the temporary structure being built? |
| 6 | Has the school completed the pop-up-pools risk assessment record and implemented suitable control measures? Contact hands@nottscc.gov.uk for information or support with the risk assessment process. |
| 7 | How regularly is the pool structure checked and confirmed safe during its set-up at your premises? How is this recorded? |
| 8 | How is the pool locked and secured when programmed swimming events are not taking place, and when the school is closed? |
| 9 | How often is the pool water tested and recorded for cleanliness and chemical balance to operate safely? |
| 10 | How are the chemicals stored for the duration the pool is on your premises. Is there a secure area for them to be locked away |

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| 11 | Are the chemicals controlled by qualified staff? (Pool Plant Operative qualification is required) | |
| 12 | Are the correct COSHH documents and PPE stored on site and accessible? | |
| 13 | Is the Pool safety Operating Procedure (including NOP and EAP) document readily available to view, and correct for the type of installation? | |
| 14 | Is the pool water temperature and air temperature maintained to a comfortable temperature for learning? | |
| 15 | Is there suitable emergency lighting provision and lines of communication if there is a power failure? | |
| 16 | What is the procedure in the event of contamination – blood, urine, faeces, in the water or pool surrounds? | |
| 17 | What is the procedure in the event of chemical, filtration, or UV failure? | |
| 18 | What is the procedure in the event of pool failure – potential for a large volume of water to be displaced suddenly? | |
| 19 | Are all the service cables and hoses housed safely from the school to the structure? | |
| Swimming Lesson Safety | | |
| 20 | Are the instructors fully qualified, (Swim England or STA Qualification) with up-to-date Safeguarding and DBS status? | |
| 21 | Is there a separate lifeguard on duty? | |
| 22 | Do they hold a full lifeguard qualification (RLSS or STA)? | |
| 23 | Do they attend regular training for competency? | |
| 24 | Is there a direct line of communication from the marquee to the school in the event of an emergency? | |
| 25 | How do you intend to help those persons with disabilities to get in and out of the pool ie, wheelchair access, hoist? | |
| 26 | Are all the staff trained to operate any hoists or additional equipment? | |
| 27 | What is the evacuation procedure in the event of an emergency, such as a seizure or a spinal injury? | |
| Toilet and Changing Area Safety | | |
| 28 | How are the children moving from an inside changing/toilet area to the pool outside of the building? | |
| 29 | Slippery surfaces from pool to changing area/toilets must have correct anti slip flooring, especially if there are to be bare feet upon it. | |
| 30 | Are there separate changing facilities for disabilities i.e. wheelchair access and for those needing a separate facility? | |

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| 31 | Changing rooms should be kept at an appropriate air temperature. | |
| Additional areas for consideration / clarification | | |
| 32 | Does the temporary structure interfere with your programmed curriculum activities for your school? | |
| 33 | Where does your responsibility start and finish with the Pool and Pool operator? | |
| 34 | Has Landlords consent been sought? Please contact landlords.consent@nottscc.gov.uk for more information. | |
| 35 | Who is responsible for the ongoing maintenance of the pool environment whilst on site? Have they demonstrated competence to fulfil this role? | |
| 36 | Who pays for the continuous power to heat the pool and changing areas, keeping them to temperature as per Guidance for Pool Operation? | |
| 37 | Who pays for the water to fill the pool and regular back washing? | |
| 38 | Does the structure impede on your fire evacuation policy.ie, Fire assembly points for staff and pupils. Exit points to safe areas? | |
| 39 | Does the Structure impede on any pre-planned fire officers access points, for fire units to gain access to your school? | |
| 40 | Who is your point of contact person for issues and running problems? | |
| 41 | Do you have the emergency phone numbers and contact details for the Pool operator, for 24 hours and 7 days a week? | |

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| Completed by: | |
| Date: | |

Please send completed checklist to: landlords.consent@nottscc.gov.uk