




## Swimming Risk Assessment 2024-2026

<b>Assessment conducted by:</b> <b>Head Teacher</b>  <b>Designated Safeguarding Lead</b>  <b>School Health and Safety Lead</b>	<b>Role:</b> <b>Leadership</b>  <b>AAHT &amp; Inclusion /SENCO</b>  <b>Office Manager &amp; H&amp;S Lead</b>	<b>Who is covered by this assessment:</b>  <b>All staff and pupils</b>
<b>Date of assessment:</b> July 2023	<b>Review interval: Annually</b>	<b>Date of next review: July 2024</b>

### Related School Documents

**Health and Safety Policy, School Emergency Incident Procedure, First Aid Policy, National Curriculum, LBN Risk Assessment (Newham) Atherton Leisure Centre (ALC) Risk Assessment and Service Agreement**

Risk Rating	Chances Of Occurrence 	Probable	Possible	Unlikely
<b>Likely impact</b>	<b>Major</b> Causes major injury, disability or ill-health.	<b>High (H)</b>	<b>High (H)</b>	<b>Medium (M)</b>
	<b>Serious</b> Causes injury requiring medical treatment.	<b>High (H)</b>	<b>Medium (M)</b>	<b>Low (L)</b>
	<b>Minor</b> Causes injury requiring first aid treatment	<b>Medium</b>	<b>Low</b>	<b>Low</b>

Possible Risk/Issue	Risk rating prior to action H/M/L	Recommended Controls	In place? Yes/No	Recommended further actions to be taken to reduce risks	By whom	Time Frame	Risk rating following action H/M/L
<b>Health and Safety Policy and procedures Not in place or not being correctly followed</b>	<b>M</b>	<ul style="list-style-type: none"> <li>Written procedures for ensuring the health and safety and COVID –Secure status of pupils and staff members are in place and agreed by the Governing Body and reviewed annually.</li> <li>Existing Risk Assessments are in place based on knowledge, experience and training.</li> </ul>	<b>Yes</b>  <b>Yes</b>	<ul style="list-style-type: none"> <li>Review Health and Safety Policy in light of any updated HSE/MAT/LA/DFE guidance, lessons learned from incidences and near misses.</li> </ul>	<b>Phase Lead</b> <b>PE Lead</b> <b>SLT</b>	As and when needed /required	<b>L</b>
<b>Inadequate or Inappropriate Group Leadership</b>	<b>M</b>	<p>At least one adult leader taking children swimming will be an employed member of the school, have experience in leading visits, be DBS checked and possess full knowledge of the group.</p> <ul style="list-style-type: none"> <li>A sufficient number of additional adult leaders and supporters will accompany the group based on standard requirements for age group.</li> <li>All staff and group leaders will remain present when the group is under the supervision of swimming instructors at the pool</li> <li>The supervision and instruction during the lesson will be from Qualified Swimming Instructors employed by the Leisure Centre</li> <li>All adult helpers will be briefed/ read and understand established emergency</li> </ul>	<b>Yes</b>	<p>The school will endeavour to ensure that the same staff members accompany and lead the children supported by parent volunteers or students on placement at the school each week. Pupils will walk, take public transport or a coach as is relevant to the venue.</p> <ul style="list-style-type: none"> <li>The Lead and School Staff Members accompanying the children, must know the pupils in the group well and be able to cater to their specific needs (SEND/EAL/ Physical/social-emotional)</li> </ul>	PE Coach All Relevant School Staff and volunteers/supporters	As of Autumn 2021 to Summer 2023	<b>L</b>

		procedures. • Meeting points will be agreed and shared with pupils.					
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Possible Risk/Issue	Risk rating prior to action H/M/L	Recommended Controls	In place? Yes/No	Recommended further actions to be taken to reduce risks	By whom	Time Frame	Risk rating following action H/M/L
<b>Inadequate safety procedures &amp; provision by School &amp; Atherton Leisure Centre</b>	<b>H</b>	<ul style="list-style-type: none"> <li>Only children with parents' permission are allowed to swim.</li> <li>ALC Leaders will ensure that an appropriate number of lifeguards are present.</li> <li>ALC Lifeguards will observe from outside of the water.</li> <li>A sufficient number of trained instructors from ALC will be water based.               <ul style="list-style-type: none"> <li>ALC will provide suitable safety equipment for swimmers and make this accessible and ready for use.</li> </ul> </li> <li>ALC Instructors will ensure that the depth of the water will be appropriate for the age range, swimming ability and experience of each group.</li> </ul>	<b>Yes</b>	<p>PE Coach and school staff to ensure strict oversight.          PE Coach and Staff Leads to question pupils and ALC Swimming Instructors about their swimming experience and gather feedback with a view to improve the service on offer by ALC</p> <ul style="list-style-type: none"> <li>HT to :Check, Approve and sign provider (Atherton's), Service Agreement</li> </ul> <p>HT, School H&amp;S Lead &amp; and team to check with PE Coach weekly for feedback on operations and procedures being applied.</p>	<p>HT, DHT, Relevant KS2 CTs</p> <p><b>Director of Atherton Swimming Programme</b></p> <p><b>Lifeguards Swimming Instructors</b></p>	Throughout the Swimming Lesson Contract Period with ALC	<b>M</b>

<b>Risk of experiencing serious difficulties or drowning at lessons</b>	<b>H</b>	<p>ALC staff to brief and remind group on all safety rules and regulations at regular intervals. School staff to reinforce safety rules each swimming day.</p> <ul style="list-style-type: none"> <li>Non- swimmers and weak swimmers will be identified and trained in the appropriate pool/area and at the appropriate depth for abilities.</li> </ul>	<b>Yes</b>	<ul style="list-style-type: none"> <li>Pupils safety briefing- weekly done by PE Lead and Staff : <ul style="list-style-type: none"> <li>Before leaving school</li> <li>On the way to ALC</li> <li>At ALC pool side</li> <li>In the changing rooms</li> <li>On the way back to school</li> </ul> </li> </ul>	<p>ALC Lifeguards and swimming instructors</p> <p>PE Coach and Staff of school</p>	Before and during each lesson for the year	<b>M</b>
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<b>Risk of Slipping, tripping and falling at the poolside</b>	<b>M</b>	<p>Slip resistant surfaces will be in place at ALC.</p> <ul style="list-style-type: none"> <li>The group will be briefed that running is against the rules and made aware of expected behaviour in and out of the pool</li> </ul>	<b>Yes</b>	<ul style="list-style-type: none"> <li>ALC Staff Weekly Briefing before children get into the pool <ul style="list-style-type: none"> <li>School Staff Pupils safety briefing weekly</li> </ul> </li> </ul>	School staff & ALC Lifeguards and swimming instructors	Before and during each lesson	<b>L</b>
<b>Inappropriate Use of equipment</b>	<b>M</b>	<p>Pupils and staff will use only equipment permitted by the ALC pool management team as instructed.</p> <ul style="list-style-type: none"> <li>All pool equipment (floating devices) will be used in accordance with pool rules.</li> </ul>	<b>Yes</b>	<ul style="list-style-type: none"> <li>ALC Staff Weekly Briefing before children get into the pool.</li> </ul> <p>School Staff Pupils safety briefing weekly</p>	School staff & ALC Lifeguards and swimming instructors	Before and during each lesson-ongoing	<b>L</b>

<b>Insufficient Hygiene practice and procedures in place</b>	<b>M</b>	<p>Children will use appropriate and clean swimwear.</p> <ul style="list-style-type: none"> <li>Pupils with serious contagious infectious (Flu, Covid-19, open wounds) or serious medical conditions will not be allowed to attend school or swimming lessons &amp; participate in lessons.</li> </ul> <p>In cases where mitigations can be used pupils will have sufficient protection in place to protect others eg. Small cuts and abrasions will be covered with waterproof plasters.</p> <ul style="list-style-type: none"> <li>Changing and showering facilities will be cleaned regularly by ALC.</li> <li>The pool water will be tested by the ALC pool management to ensure cleanliness &amp; correct microbe and temperature safety levels.</li> </ul>	<b>Yes</b>	<p>Checklist of actions and procedures to ensure good hygiene practice inclusive of:</p> <ul style="list-style-type: none"> <li>School kit checks</li> <li>School sickness H&amp;S procedures</li> <li>ALC cleaning procedures</li> <li>ALC Covid-Secure Systems</li> <li>ALC facility and pool maintenance procedures</li> </ul> <p>School and ALC Covid-Secure Procedures Rigorously applied</p>	<p>School staff &amp; ALC Lifeguards and swimming instructors</p>	<p>Weekly</p>	<b>L</b>
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Possible Risk/Issue	Risk rating prior to action H/M/L	Recommended Controls by school and Leisure Centre	In place? Yes/No	Recommended further actions to be taken to reduce risks	By whom	Time Frame	Risk rating following action H/M/L
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<p><b>Ineffective Safeguarding and child protection procedures in place</b></p>	<p><b>M</b></p>	<p>ALC Management to provide sufficient supervision of instructors and those assisting in the pool to protect the children and adults preventing potential allegations against instructors, staff and assistants.</p> <p>The children will work within a clearly defined area of the pool as instructed by ALC.</p> <ul style="list-style-type: none"> <li>Sensible safety precautions taken regarding supervision within the changing facilities : School staff to supervise boys and girls to strictly monitor ensuring good behaviour and actions by pupils.</li> </ul>	<p><b>Yes</b></p>	<p>PE Coach to operate using a checklist of actions and procedures (verbal and written) to ensure effective safeguarding</p>	<p><b>Procedures Rigorously applied by ALC Management and Staff</b></p> <p><b>Monitoring of pupils conducted by school staff</b></p>	<p>Throughout the Swimming Lesson Contract Period with ALC</p>	<p><b>M to L</b></p>
<p><b>Insufficient Protection against safety challenges arising from Public interaction</b></p>	<p><b>H</b></p>	<p>All pupils briefed on expected code of conduct.</p> <ul style="list-style-type: none"> <li>Buddy system used to ensure pupils are responsible for each other and that pupils are never alone (walk in pairs, taken to toilet and changing rooms by staff)</li> <li>Pupils told what to do if approached inappropriately by a stranger</li> </ul>	<p><b>Yes</b></p>	<p>Checklist of actions and procedures to ensure effective safeguarding</p> <p>School Staff exercising great vigilance with supervision of pupils while at the ALC and around other school children and the general public</p>	<p><b>Procedures Rigorously applied by School and ALC Staff-Vigilance required</b></p>	<p>Throughout the Swimming Lesson Contract Period with ALC</p>	<p><b>M to L</b></p>

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<b>Possible Risks attendant to walking to ALC</b>	<b>M</b>	<p>All pupils briefed on expected code of conduct in travel.</p> <ul style="list-style-type: none"> <li>Buddy system used to ensure pupils are responsible for each other walking in pairs and that pupils are never alone while under adult supervision.</li> <li>Pupils told what to do if approached inappropriately by any stranger on the street</li> </ul>	<b>Yes</b>	<p>Children briefed weekly by PE Coach and Staff with checklist of actions and procedures to ensure effective safeguarding.</p> <p>School Staff walking at the front, middle and back of children -observing road safety rules</p>	<b>PE Coach, School Staff and Volunteers walking with children</b>	Throughout the Swimming Lesson Contract Period with ALC	<b>L</b>
<b>Insufficient Knowledge of procedures to address Emergencies away from school</b>	<b>M</b>	<p>Staff to ensure all emergency contacts are up -to -date and staff possess relevant emergency contacts (HT, DHT, DSL, SBM/School Office).</p> <ul style="list-style-type: none"> <li>Staff leaders take into account all known medical conditions, SEND and behavioural conditions and put effective measures in place to mitigate.</li> </ul>	<b>Yes</b>	<p>Checklist of actions and procedures to ensure effective safeguarding, Health and Safety.</p> <p>At Least 1 member of school staff supporting children weekly are First Aid Trained. Staff exposed to training for emergencies/critical incidents</p>	<b>HT DSL/SENCO PE Coach, School Staff ALC Staff Volunteers</b>	Throughout the Swimming Lesson Contract Period with ALC	<b>L</b>