The Colleton Pool - Normal Operating Procedures 2025

Pool Dimensions

Length: 12 metres, Breadth: 7 metres, Depth: 0.9 metres constant

Definition of a 'Lead Spotter'

A 'Lead Spotter' is defined as an adult holding a valid resuscitation qualification. The qualification must have been gained at a Colleton PTA (CPTA) run resuscitation course or an alternative First Aid course which includes resuscitation. If a non CPTA gained First Aid qualification is to be used, a valid certificate must be produced, and a copy kept by the CPTA.

Definition of an 'Assistant Spotter'

An 'Assistant Spotter' is defined as an Adult who is a competent swimmer (in the context of the size and depth of the pool).

Any reference to a 'Spotter' in this document includes both Lead and Assistant Spotters unless otherwise stated.

The Spotter's Role

Supervision

The Spotters have responsibility for the safety of all swimmers. This involves not only keeping a careful eye on pool users to make sure that they are not in any difficulty, but also ensuring that their behaviour does not cause injury to themselves or other users. Should an incident occur, they must be able to make a rescue, and the Lead Spotter must be able to give appropriate first aid and take into effect the emergency procedures. Spotters must be prepared to enter the water immediately if necessary.

Pool users must not enter the pool until Spotters are in position beside the pool. Spotters are not allowed to swim whilst supervising. The role of the Spotters is very much in supporting and not replacing parents or carers. The aim is to collaboratively maintain a safe environment for all pool users and insist on good behaviour at the pool.

The Spotters should be positioned with a clear, unobstructed view down the pool. Spotters must ensure that chairs are not positioned in such a way as to cause obstruction in or out of the changing rooms. An umbrella should be used to reduce glare if necessary. It is good practice for Spotters to patrol the pool area periodically to ensure that no hazards have arisen since the session opened.

Duties of a Spotter

The key functions of the Spotters are to:

- keep a close watch over the pool and the pool users, exercising the appropriate level of control.
- communicate effectively with pool users, and colleagues.
- anticipate problems and prevent accidents.
- intervene to prevent behaviour which is unsafe.

- identify emergencies quickly and take appropriate action.
- carry out a rescue from the water.
- give immediate first aid to any casualty (Lead Spotter).

Anyone acting as a Spotter cannot be responsible for any child under the age of 8. Anyone wishing to act as a Spotter who has a child under the age of 8 present, must pass the responsibility of their child to another adult at that session. The Spotters' child/children must be made aware that they should approach their temporary guardian for help and assistance and not their parent/carer/s.

Parental/Caregiver Responsibility and Spectators:

Parents should supervise their child in the same way they would if they were at a beach or at an unsupervised swimming site. They have responsibility for the behaviour of their children.

All non-swimmers and spectators should stay away from the pool edge and should not obstruct the view of the Spotters or distract them.

Any children attending the Colleton School are allowed in the pool without an adult present in the water (this includes any children in the Foundation class who are not yet 5).

Preschool aged children must always be accompanied in the water by an adult aged 16 or older. Both child and adult names must be entered on the Swimmers Register and both count towards the bathing load.

Adults who intend to swim are not to change in the change rooms. Adults are advised to arrive pool-ready or use the toilets to get changed. If a child needs assistance, adults must assist them in the toilets, not the change rooms. School aged children are expected to change themselves and do so during school swimming sessions.

One adult may be responsible for up to 3 school age children.

Year 5 and 6 children can attend the pool without an adult, but their parents must have given their prior consent and provided an emergency contact number which should be in the Spotters Register.

Maximum bathing loads

The maximum number of persons allowed in the pool at any one time is **30** for both public and private hire sessions.

Decision making

It is the responsibility of the Spotters to act as decision makers; any instruction issued by a Spotter must be followed.

Vomiting and Diarrhoea blood?

Swimmers should not enter the pool if they have experienced vomiting or diarrhoea within the last 48 hours. The pool must be evacuated immediately if there is an instance of vomit or diarrhoea contaminating the water.

Guests:

Guests may use the pool, if accompanying a Colleton family member who has paid. All guests must complete the Visitor Indemnity Form, and this must be signed by their Parent/Guardian if they are under 18.

Rules for pool users

- No pushing or throwing others in the pool
- No running around pool surroundings
- No diving, jumping in, or bombing
- No ducking
- No bullying or fighting
- No food or drink to be consumed poolside
- No jewellery to be worn
- No smoking in the pool area or on the school site
- Pool users should be encouraged to use the steps when entering & exiting the pool
- No use of mobile phones or cameras during sessions