

RISK ASSESSMENT

Section B: Task & Activities

Risk Assessments are reviewed when:

a) **After an accident or incident**

b) **A new task (staff) or activity (public)**

c) **A change to the building or premises is planned**

No	HAZARD	Those at Risk	RISK CONTROL MEASURES				Office use only This column is used only during the review process
			What	Who	When	Where	
2.17	Slips, Trips, Falls Bather numbers, Type, Ability Lifeguards Provision Drowning Injury Collision Overcrowding Rules & Regulations Emergencies	Staff/ public Staff/ public Staff/ public Staff/ public Staff/ public Staff/ public	1 st Aider Complete Single/block booking form Monthly on-going competency training Qualified lifeguards Headcount Check Bands Enforce PSOP Poster Basic Health & Safety Induction EAP Training	Qualified First Aider Booking Manager, Reception Trainer Assessor – all Lifeguards Qualified lifeguards Lifeguards Reception/ Duty Manager/ SLA Qualified Lifeguards Centre – Operations Manager All staff	At all times On Booking Monthly At all times during opening x2 Every 30 mins during opening time During non-term time At all times At all times On Induction 6 Monthly training	Centre: Qualifications located in Manual A, section 12 & Individual T&D Files Duty Office – Booking file IQL Folder, IQL IT Programme, Individual T&D Files PSOP, Rota's PSOP - Poolside PSOP - Reception PSOP, Poolside, Individual T&D File, induction Around Poolside Individual T&D Files Individual T&D Files	

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