

BACKGROUND

Council maintains various public swimming pools which it makes available to schools for swimming carnivals by excluding public access on those occasions.

In order to minimise any inconvenience to members of the public arising from the use of the pools by schools, it is necessary for schools to undertake their use of Council's pools in accordance with the expectations of the community.

OBJECTIVE

To maximise the benefits to schools through the use of Council's swimming pools.

POLICY STATEMENT

Council will make its swimming pools available for use by schools in accordance with the provisions of this Policy.

POLICY REVIEW AND VARIATION

- 1 Council is to have opportunity to review and adopt, at least once during its Term, each Council policy.
- 2 A resolution of Council is required to adopt any variations to this policy, with the exception of minor administrative changes, such as updates to legislative references, which may be endorsed by the Executive Management Committee (EMC). Endorsement of administrative changes made to this policy by EMC does not alter the requirement for it to be reviewed and adopted by each Term of Council.

STATEMENT OF PROCEDURES

BOOKINGS

- 1 Bookings will be accepted for Swimming Carnivals, Learn to Swim or Intensive Lifesaving and weekly swimming between the hours of 8:30am and 3.30pm on weekdays only. Carnivals outside these hours will be charged a fee accordingly.
- 2 Carnivals to have precedence over regular and casual bookings. Carnivals only during first term.
- 3 Only one (1) carnival permitted per school per season.
- 4 Wherever possible, accurate numbers should be given to aid the scheduling of the timetable.
- 5 Individual School Learn to Swim and Intensive Lifesaving to be held only in first and fourth term and in school hours.
- 6 All school bookings shall not have exclusive use of the Pool Complex.
- 7 All pupils must leave the Pool Complex at the end of booked period.
- 8 Unstructured swimming opportunities such as free swim time must be booked in advance and be conducted in strict compliance with the NSW Department of Education and Training :“Water Safety Guidelines for Unstructured Aquatic Activity”. All associated costs with additional lifeguarding requirements to maintain a ratio of 1 Lifeguard to 50 students will be met by the hirer.

ENTRY TO THE POOL

- 1 Teachers to assemble pupils outside the main entrance to the Swimming Pool.
- 2 Teachers to accompany pupils and ensure they enter the main entrance in an orderly manner.

SUPERVISION

- 1 Each school should provide sufficient staff to supervise its pupils.
- 2 Teachers are required to supervise the entrance.
- 3 Teachers are required to supervise pupils in the change rooms.
- 4 Teachers are also required to familiarise themselves with the pool rules and wherever possible, enforce these rules.
- 5 No balls or ball games are allowed except when booked as a ball game.
- 6 An area must always be made available to the general public.
- 7 No valuables to be left in change rooms.
- 8 The area must be left in a clean and tidy condition at the end of the booked period.

SCHOOL CARNIVALS

- 1 Individual primary school carnivals to be restricted to half day; however schools with a minimum enrolment of 800 pupils be eligible to hold an all-day carnival.
- 2 High schools are eligible to hold an all-day carnival.
- 3 Primary school Zone Carnivals are eligible to hold all-day carnivals.
- 4 A maximum of eighteen (18) school carnivals be permitted at any specific pool in the one season.
- 5 Specific major events shall have priority, eg Zone Championships.
- 6 All-day carnivals to continue through lunch break.
- 7 No unstructured aquatic activities
- 8 Structured novelty events such as noodle and/or boogie board races must be conducted within lanes.

PUBLIC ADDRESS SYSTEM

- 1 The Pool Public Address System will be made available for school carnivals.
- 2 Please make only necessary announcements.
- 3 No barracking over the Public Address System.

FEES AND CHARGES

Schools will be charged fees for the use of swimming pools, determined on an annual basis and included in Council's Schedule of Annual Fees and Charges.

RISK MANAGEMENT

In accordance with the requirements of the NSW Government's Water Safety Practice Note 15 (October 2017). Council deploys a 'Risk Management Approach to Water Safety'. The Water Safety Practice Note provides a detailed framework to guide Council in managing risk at its pools. The approach categorises each of our pool facilities to inform our personnel requirements, safety equipment and signage required to minimise risk to patrons. The risk based categorisation approach considers facility size, configuration, usage, incidents and the profile of users, eg age and swimming ability.

SUMMARY SHEET

Responsible Division	Property and Recreation
Date adopted by Council	25 June 2018
Date of previous adoptions	16 December 2014, 6 November 2002, 21 September 1987
Date of next review	June 2021
Responsible Manager	Recreation Services Manager
Authorised by	Manager Property and Recreation