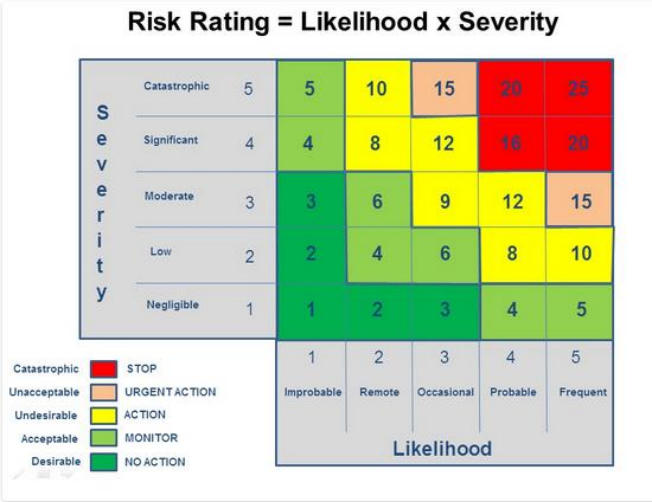
Risk Assessment Template (example) for aquatic clubs

Guidance

A risk assessment should be produced for each activity where some hazards are present that could cause harm to members of the club or the public.

- Firstly, break the activity down into steps.
- Think through each step, considering what the hazard(s) are - enter each hazard on a new line in the first column.
- Also include in the first column the potential harm to people and/or property that the hazard could cause.
- In the second column write what you are already doing to reduce the level of risk.
- In the next two columns respectively, enter a score from 1 to 5 (where 1=least; 5=most) for the likelihood of the hazard causing harm and the severity of harm it could cause.
- Now multiply those two scores to get the Risk Rating in column 5. The table to the right shows the action that should be taken.
- Consider what could be done to reduce the level of risk and enter it in column 6, specifying who is responsible and setting a target date for completion in the next two columns respectively. Once this has been done, the risk assessment should be reviewed. The target date will depend on the risk rating.
- Risk Rating Action:



Risk Rating Action:

1-3: No Action
4-7: Monitor
8-12: Action Required
13-19: Urgent Action Required
16-25: Stop Activity Immediately

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Club:	*Splash Swim Club*	Location:						
Activity:	***Pool training session***	**Assessor's Name & role within club:**				**Date assessed:**	**Within the last 12 months**	
What are the hazards; 1. Who might be harmed 2. How might they be harmed?	**What are you already doing?**	**Risk Rating = L x S**			**What else do you need to do to manage and reduce this risk?**	**Action by whom?**	**Action by when?**	**Date Completed**
		Likelihood L: 1-5	**Severity S: 1-5**	**Risk 0-25**				
Drowning 1. Swimmers	All swimmers will only undertake activities that they can safely complete. Lifeguard is on duty at all times. Coaches stay vigilant for sudden injury/illness affecting swimmer. Safety equipment accessible around all sides of the pool.	1	5	5	Ensure continued vigilance from coaching team and lifeguards.	Coach and lifeguard	Ongoing	
Competency of swimmer 1. Swimmer 2. May risk injury or drowning if the activity is beyond their ability	All swimmers should be training to an appropriate level for their standard of competency. The Coach/Teacher should have an awareness of their competency and the swimmer should only be set tasks that they can safely complete.	1	5	5	Swimmers constantly supervised/monitored to ensure they are not struggling. Coach sets sessions according to swimmer ability.	Coach	Ongoing	
Competency of teachers/coaches 1. Swimmers	All Coaches and Teachers are adequately qualified and experienced for the role they undertake.	1	5	5	Coaches continue to attend any relevant training (CPDs, seminars etc.) for	Coach and chair	Ongoing	

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2. Risk of injury or drowning if sets are not appropriate. Less severe risk that the swimmer will not improve if the coach/teacher is not competent.					development and undergo regular development reviews.			
Number in pool at any one time 1. Swimmers 2. Risk of overcrowding and collisions	Restrictions on numbers to ensure safety. The number of swimmers in the pool at any time will be appropriate for pool capacity, the age/size/level of swimmer and the activity being undertaken.	1	3	3	Bather loads regularly reviewed based on swimmers, activity and government guidance.		Ongoing	
Known health issues / disabilities 1. All members 2. Risk of medical episode i.e. asthma attack, epilepsy etc. or of injury or difficulty relating to disability.	All members (athletes and workforce) will have completed membership forms with medical information disclosed. Sessions/activities/tasks may need to be altered accordingly. Any required medication should be easily accessible.	2-3	3-4	6-12	Members to inform club of any changes to their health.	Coach/Teacher and lifeguard	Ongoing	
Injury 1. Swimmers 2. Including but not limited to: A) Swimmer collision B) Collision with wall C) Strains and sprains	A) Ensure swimmers are set off at intervals to ensure they are spaced out appropriately. Also ensure lanes are not overcrowded and that supervision ratios and lane capacities are adhered too.	3	2	6	None.		Ongoing	

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D) Slips, trips and falls on poolside	B) Ensure backstroke flags are in place. Work with younger/inexperienced swimmers to 'count in' on backstroke. C) Ensure swimmers are appropriately warmed up. Avoid training when over-tired, or training to the point of over-exertion. Ensure sets are appropriate. D) Ensure there is no running on poolside. Remove trip hazards where possible. Ask pool staff to squeegee/mop if excessive water on poolside.							
Dehydration and overheating 1. Swimmers and poolside workforce	Swimmers and workforce encouraged to stay hydrated. Water and air temperatures must be within pool guidance for the session to take place.	2	3	6	No further action required.	Coach/Teacher and lifeguard	Ongoing	
Entry and exit into/from water. 1. Swimmers 2. Injury	Swimmers are encouraged to enter and exit the water safely and appropriately. Those diving will do so under appropriate supervision and guidance.	2	2	4	No further action required.	Coach/Teacher and lifeguard	Ongoing	
Emergency incident i.e. fire or bomb threat 1. All 2. Risk to life	All club workforce members are familiar with EAP and will work with pool staff to ensure swimmers follow instructions and safely evacuate the pool. Swimmers will be given	1	5	5	No further action required.	All	Ongoing	

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	space blankets if leaving the building and a register of all members will be taken at the outside assembly point.							
Supervision 1. Athletes	All sessions must have at least one Level 2 coach or teacher present. If this coach is absent, session is either cancelled or appropriate cover is found. Ensure correct level of supervision in sessions.	2	3	6	All coaches and teachers must have in-date safeguarding and DBS check.	Chair	Ongoing	

(Score Likelihood & Severity from 1 to 5: Likelihood – 1 = Improbable, 5 = Frequent; Severity – 1 = Negligible, 5 = Catastrophic)