

MANAGEMENT PLAN



Grenfell Aquatic Centre and Quandialla Swimming Centre Conditions of Entry

Commencement Date	October 2022
Council Department	Environmental Services
Contact Officer	Director – Environmental Services
Revision Required	Every 3 years

Policy Review

This policy shall be reviewed at three (3) yearly intervals at least, to ensure it meets all statutory requirements and the needs of council. It may also be reviewed at other times as determined by council.

Revision History

Version	Manex Meeting Date	Responsible Officer
1	1 November 2022	Director – Environmental Services.

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1. Introduction

In accordance with relevant guidelines Weddin Shire Councils conditions of entry for the Grenfell Aquatic Centre and Quandialla Swimming Centre are clearly displayed upon entry.

2. Purpose

This policy is aimed to decrease the risk associated within the Aquatic environment and its immediate surrounds. Promote and increase pool safety awareness reducing the risk associated with drownings and near drownings in Centres operated by Weddin Shire Council.

3. Objectives

The objectives of this policy are to:

- a. Save and protect lives by preventing drownings/accidents in swimming Centres;
- b. Inform pool users of their responsibilities and obligations under the New South Wales Swimming Pool Act 1992, Swimming Pools Regulation 2018 and the Royal Life Saving Society Guidelines for Safe Pool Operations.
- c. Ensure Council is fulfilling its obligations under the relevant legislation and guidance material:
 - Practice Note 15 – Water Safety (NSW government)
 - Public Swimming Pool and Spa Advisory Document (NSW Health)
 - The NSW Public Health Act 2010

4. Conditions of Entry

4.1 Risk and Responsibility

- a. You must only swim where you are medically and physically fit and able to swim.
- b. By entering the Grenfell Aquatic Centre and/or Quandialla Swimming Centre, you are responsible for your actions and enter at your own risk.

4.2 Smoking

- a. Grenfell Aquatic Centre and/or Quandialla Swimming Centre is a smoke free zone. Smoking is also prohibited within 4 meters of the entry or exit of each facility.

4.3 Supervision Requirements

- a. In accordance with Royal Lifesaving Society Guidelines and Keep Watch Program, for all children 0-5 years old and non-swimmers, a parent and guardian need to be in the water at all times and within arm's reach of the child. A Keep Watch wristband must be worn at all times – these wristbands are available from reception and lifeguards.
- b. In accordance with Royal Lifesaving Society Guidelines and Keep Watch Program, continuous active supervision is required for children aged 6-10 years old. Parents and guardians must be prepared to enter the water at any time with this age group. Any child under 10 years will not be permitted entry to the centre

without the continuous supervision of a parent or guardian 18 years and over.

- c. In accordance with Royal Lifesaving Society Guidelines and the Keep Watch Program, for all children 11-14 year olds, it is recommended that parents regularly check on their child by physically going to where they are in or around the water.
- d. There is a minimum ratio of one (1) parent/guardian to 4 children under the age of 10 years.
- e. Lifeguards are an important safety feature, but cannot and do not replace the close supervision of a parent or guardian.
- f. Unsupervised children under the age of 10 years including weak and non-swimmers will be removed from the water by lifeguards if they are concerned for their safety and does not have a guardian within close proximity.
- g. Group/school & bulk user bookings are responsible for all Non-swimmers. We recommend a swim test to identify non/weak swimmers.
- h. Group/school & bulk user bookings are responsible for all swimmers who cannot swim more than 25m.
- i. Group/school & bulk user bookings are responsible for all swimmers who can competently swim more than 25m.

4.4 **Prohibited Use/Items**

- a. No glassware or sharp utensils are to be brought into the facility.
- b. No alcohol or drugs or persons suspected to be under the influence of drugs or alcohol are permitted on the premises.
- c. No bikes, scooters or skateboards are to be ridden within the facility at any time and are to be stored within an appropriate storage area e.g. outside bike rack.
- d. No pets are permitted in the facility with the exception of guide dogs and companion dogs.

4.5 **Prohibited Activities**

- a. Only persons approved by Weddin Shire Council are permitted to conduct Coaching, learn to Swim or Fitness classes within the facility.
- b. Diving (starting blocks) is considered to be dangerous and is only permitted in training, coaching or competitive conditions when accompanied with a qualified and accredited coach or teacher booked through Grenfell Aquatic Centre and Quandialla Swimming Centre Aquatic Centre. Diving is only accepted in water depth of 1.5 meters and above i.e. excluding the starting blocks unless in training, coaching or competitive conditions.

- c. Please respect other patrons by not running, bombing, pushing, swearing or littering. Abusive or offensive behavior is not permitted.
- d. Pool users are not to touch or sit on lane ropes within the water.
- e. There is to be no eating or drinking in or around the pool edges.
- f. Please respect other patrons by using pool/water appropriate floats and soft water balls. Management reserve the right to remove these items from the water if concerned with patron's safety. Hard items are not permitted within the water.

4.6 **Personal Hygiene**

- a. All children who are not toilet trained must wear an approved swim nappy at all times while swimming. Disposable swim nappies can be purchased from aquatic centre staff.
- b. Patrons that have experienced diarrhea within a two-week (2) period should not swim in a public pool.
- c. All patrons are encouraged to shower thoroughly before entering the water for swimming.
- d. Recognized swim wear must be worn at all times.
- e. Patrons suffering from contagious infections and or open cuts/abrasions will not be granted access to any of the pools.

4.7 **Lap Swimming Etiquette**

- a. Patrons are reminded while swimming laps to stay on the left side of the lane at all times.
- b. Please swim in a lane appropriate for your swimming ability
- c. Overtaking within the lane is encouraged to only take place at an appropriate and safe time.
- d. Patrons are reminded that facility aquatic programs and bookings take priority on a daily basis.

4.8 **Use of Change Rooms**

- a. Children over the age of 8 years are not permitted to use the change rooms of the opposite sex.
- b. No recording devices or mobile phones are to be used in the change rooms.
- c. Patrons are encouraged to inform aquatic staff of any cleaning or safety concerns within the change rooms.

4.9 **Access to Facilities**

- a. Management reserves the right to adjust availability and access to the facilities within the centre without notice.
- a. For safety reasons management requests that the public not loiter or block the entrances and exists to the centre at all times.

4.10 Fees and Charges

- a. Adult entry fee – Patrons 18 years and over are required to pay adult prices.
- b. Pensioner/senior fee – Proof of status needs to be shown prior to payment
- c. Child Entry Fee – All children between 6 – 18 years are required to pay child entry fees. With the exemption of a season pass.
- d. Children 0-5 years that are supervised with a paying adult/guardian 18 years and over are free.
- e. Spectator Fee – Patrons (non-swimmers) who are accompanying other pool users are required to pay the spectator fee.
- f. No pass outs are permitted, unless approved by centre management.
- g. Council reserves the right to charge whatever costs are reasonably incurred to the user/booking group to ensure the smooth operation and in result of any damage, neglect, miss use and unsatisfactory cleanliness of the booked council facilities and/or amenities.

4.11 Eviction Policy and Banning Notice

- a. Patrons who continually breach the conditions of entry or centre rules can be evicted from the centre.
- b. Management and Aquatic Centre staff can also provide the offending patron with a 'Banning Notice' this notice is a last resort and only issued when the patron becomes a repeat offender.

Serious Matter: Smoking, Consuming Alcohol, Failure to pay entry fees, Intimidation, Threatening behaviour

Criminal Matter: Theft, Assault, Vandalism, Use of Illegal Drugs, Indecent Exposure and or Breaching a Banning Notice

4.12 Risk and Liability

- a. Patrons are reminded that at any such time as they are on the premises or its surrounds, loss or damage to both property and person shall be at their own risk. Weddin Shire Council, its employees or agents are not liable for any injury or loss of property however caused, whether negligent or otherwise.

4.13 Facility Operating Hours

Weddin Shire Council reserves the right to set the operating hours based on resourcing availability and other business needs. Wherever possible, Council will provide any changes to operating times via its facebook and/or Council website.

Please listen to the Pool Management and Lifeguards at all times

3 Loud blasts of a whistle indicate there is an emergency and everyone must evacuate the centre.

Follow Weddin Shire Council's Aquatic Staff directions at all times

5. Awareness

This policy will promote the importance of swimming pool safety in and around the water. The information will be delivered through publications, web site information and social media releases.

6. Review

The policy will be reviewed every 3 years by Council.

Declaration

I/We have read the Condition of Entry for the Grenfell Aquatic Centre and/or Quandialla Swimming Centre. I/We agree to abide by and be bound by these conditions and will do our utmost to enforce the expectations outlined above.

Signed by User

Name and Signature of User

Date

Signature of Witness

Date

Signed by Aquatic Services Manager

Name and Signature

Date

Signature of Witness

Date

APPENDIX 1

Swimming Club Conditions Grenfell Aquatic Centre and Quandialla Swimming Centre

Teamwork amongst the Grenfell Aquatic Centre and Quandialla Swimming Centre, coaches, club members and their families are essential to develop and maintain a successful swim club. Working collaboratively to provide a positive experience for everyone involved.

Swimmers and parents, who choose to disregard the following expectations, may be denied entry to the Grenfell Aquatic Centre and/or Quandialla Swimming Centre.

Parents/Guardian Expectations

Parents/Guardians shall:

- Obey all the rules and regulations of the club and the facilities used both at training, club night and competitions.
- Encourage positive behavior for their child at training, club nights, competitions and whilst using the facility.
- Follow the conditions of entry and use of the Grenfell Aquatic Centre and/or Quandialla Swimming Centre at all times.
- Discuss any concerns with a committee member who can then report to Aquatic Services Manager.
- Clean up the area where you are sitting after training, club nights and competitions.
- Respect all Grenfell Aquatic Centre and/or Quandialla Swimming Centre staff, coaches, officials and volunteers at all times.

Swimmer Expectations

Swimmers shall:

- Obey all the rules and regulations of the club and the facilities used both at training, club night and competitions
- Respect all Grenfell Aquatic Centre and/or Quandialla Swimming Centre staff, coaches, officials and volunteers.
- Listen to the instructions from the Grenfell Aquatic Centre and/or Quandialla Swimming Centre Staff and club coaches.
- Represent the Swimming Club in an honorable and respectful manner, including no foul language, fighting, destruction of property/equipment and littering.
- Respect any and all patrons using the facilities including the change rooms and kiosk.
- Clean up the area where you are sitting after training, club nights and competitions.
- Use lane etiquette whilst training. This includes swimming down the left-hand side of the lane and back on the right-hand side. Swimmers must also keep space between themselves and the swimmer in front.

- Keep off the lane ropes at all times
- At the end of a club night, no swimmers should enter the water unless a lifeguard has been notified. (This includes for the removal of lane ropes)

Safety

Safety is of prime importance to all of us here at the Grenfell Aquatic Centre and Quandialla Swimming Centre. It is imperative that all swimmers and parents/guardians regardless of age, act sensible during swimming sessions, practice and club nights. Any club member who is seen acting in an unsafe manner will be asked to leave the pool immediately.

Lifeguards are there to supervise the water and act in the event of an emergency. Parents/guardians must supervise their children at all times.

Novelty and non-swimming events must be approved by Aquatic Centre Management prior to being undertaken to ensure they comply with current safety guidelines and ensuring they have adequate supervision.

Program Pool/Little pool are out of bounds during Swimming Club.

Bookings/Events

For use of the Grenfell Aquatic Centre and/or Quandialla Swimming Centre facilities an application for use must be completed including swimming club events such as the Carnival and Club Christmas Party. Unless you have received confirmation from the Aquatic Centre Management in the form of an email no booking is confirmed.

Signed by User

Name and Signature of User

Date

Signature of Witness

Date

APPENDIX 2

Group/School/Individual User Conditions Grenfell Aquatic Centre and Quandialla Swimming Centre

Teamwork amongst the Grenfell Aquatic Centre and/or Quandialla Swimming Centre, schools, teachers/staff, students, groups and their families are essential to develop and maintain a successful swimming environment. Working collaboratively to provide a positive experience for everyone involved.

Swimmers, schools, teachers/staff, groups and families, who choose to disregard the following expectations, may be denied entry to the Grenfell Aquatic Centre and/or Quandialla Swimming Centre.

Group/School Expectations

Group/Schools Shall:

- Obey all the rules and regulations of the Grenfell Aquatic Centre and/or Quandialla Swimming Centre at all times.
- Encourage positive behavior for all swimmers, teachers/staff, groups and families.
- Follow the conditions of entry and use of the Grenfell Aquatic Centre and/or Quandialla Swimming Centre at all times.
- Discuss any concerns with the Aquatic Services Manager.
- Clean up the areas you have used during your booking. Council reserves the right to charge whatever costs are reasonably incurred to the user/booking group to ensure the smooth operation and in result of any damage, neglect, miss use and unsatisfactory cleanliness of the booked council facilities and/or amenities.
- Respect all Grenfell Aquatic Centre and/or Quandialla Swimming Centre Staff at all times.
- Ensure all staff, volunteers and swim teachers involved in intensive swimming and other event bookings have the relevant checks completed. Such as Working With Children check, Relevant Industry Swim Teacher Qualifications, CPR & Public Liability Insurance.
- Group/school & bulk user bookings are responsible for all Non-swimmers. We recommend a swim proficiency test by Aquatic Duty Manager to determine swim abilities.
- Novelty and non-swimming events must be approved by Grenfell Aquatic Centre and/or Quandialla Swimming Centre Management prior to being undertaken to ensure they comply with current safety guidelines and ensuring they have adequate supervision.

- Group/School bookings are responsible for bringing student medical information and a first kit each time the Grenfell Aquatic Centre and/or Quandialla Swimming Centre is hired/used and discussed with the Lifeguards prior to use of the facility.
- Ensure all swimmers stay off the lane ropes at all times.

Safety

Safety is of prime importance to all of us here at the Grenfell Aquatic Centre and/or Quandialla Swimming Centre. It is imperative that all swimmers, teachers/staff, volunteers and parents/guardians regardless of age, act sensible at all times whilst using the facility. Any person(s) who is seen acting in an unsafe manner will be asked to leave the pool immediately.

Lifeguards are there to supervise the water and act in the event of an emergency. Teachers must supervise their children at all times.

Staff/Teachers & Volunteers must remain visible at all times around pool deck and should be prepared to enter the water at all times.

Bookings/Events

For use of the Grenfell Aquatic Centre and/or Quandialla Swimming Centre facilities or Club Rooms a booking form and application for use must be completed at least seven (14) days prior. This also includes swimming carnivals, swimming intensives, swimming lessons and other events. Unless you have received confirmation from the Aquatic Centre Management in the form of an email no booking is confirmed.

Signed by User

Name and Signature of User

Date

Signature of Witness

Date