

SEDBERGH SCHOOL SWIMMING POOL EMERGENCY ACTION PLAN (EAP)

Stuart Oliver. October 2025

Emergency –Immediate Procedure.

The primary effort by the Swimming Pool Life Guard and/or any teachers is to rescue an injured or incapacitated person to prevent drowning.

EMERGENCIES LIKELY TO RESULT IN SERIOUS INJURY

1. Life Guards and/or Instructors. In the event of an emergency involving a potentially serious injury or incapacitated swimmer the Life Guard or teacher present are to enter the pool safely and rescue the injured or incapacitated person to prevent drowning
2. The Lifeguard or teacher present is to immediately instruct all swimmers to leave the pool and quickly detail an individual to alert the Bursary (by picking up the emergency pool phone) or by running to the building to request immediate assistance in the swimming pool. An emergency 999 call should be made from the pool.
3. The pool alarm will go off which will indicate that 'A LIFE GUARD HAS ENTERED THE WATER/THERE IS AN EMERGENCY. The Life Guard can expect the immediate response procedure to be activated. Everyone in the nearby area (Sports hall/Queens Hall/Armoury and Bursary will know that we have an;

"EMERGENCY, IMMEDIATE ASSISTANCE REQUIRED IN THE SWIMMING POOL"

4. Potential Spinal Injuries. Once the injured or incapacitated person is safe from drowning, consideration should be given as to whether the person may have suffered a possible spinal injury before extracting them from the pool. Where a casualty is suspected of having sustained a spinal injury, they should be stabilised within the water or poolside and no attempt should be made to move them prior to the arrival of the emergency services. Do not try and extract someone from the pool unless it is safe to do so or they have difficulty breathing and there is a treat of cardiac arrest. **The emergency services will operate the spinal board and lead the extraction. The spinal board may be used by trained personnel.**

5. Applying First Aid. Life Guards and/or teachers are to apply first aid as appropriate in accordance with their training. Further medical assistance should be sought as necessary
6. Other swimmers. All swimmers in the swimming pool are to be extracted from the pool and must make their way to the changing rooms. Swimmers are NOT to be allowed to congregate around a casualty or return to the swimming pool until authorised.
7. Handing over responsibilities. Life Guards and/or teachers tending the scene of an emergency are not to leave the casualty. Once a medically qualified person such as a Doctor, Nurse or Paramedic arrives, responsibility for the casualty is to be handed over and any assistance requested by them must continue to be provided.

8. Life Guards and/or teachers. In the event of a routine injury involving a swimmer the Life Guard or teacher present is to assist in the extraction of the swimmer from the swimming pool. If an ambulance is required, dial 999, then telephone the bursary.

9. Other swimmers. The Life Guard and/or teacher present are to consider whether their support to the injured swimmer will impact upon their Life Guarding responsibilities to other swimmers. If this is the case then all swimmers in the swimming pool are to be extracted from the pool and must make their way to the changing rooms. Swimmers are NOT to be allowed to congregate around a casualty or return to the swimming pool until authorised.

10. Applying First Aid. Life Guards and/or teachers are to apply first aid as appropriate in accordance with their training. If any further medical assistance is required this should be sought in accordance with the training of the lifeguard/teacher. (This may include the our school Nurses, Doctor or Emergency Services)

11. Handing over responsibilities. Life Guards and/or teachers tending the scene of an injured swimmer may authorize a responsible person to escort the injured swimmer (e.g a Matron or sixth former) for further medical treatment if required

NON – SWIMMING RELATED EMERGENCIES (Fire alarm sounding/bomb threat etc)

12. Procedures to be followed by swimmers and lifeguards

Stage 1 –The alarm starts ringing

- **STOP THE SESSION - Tell ALL swimmers to leave the water**

Check the bather register. Those in the changing rooms should re- enter the pool area as quickly as possible if it is safe to do so.

- **SWIMMERS MUST REMAIN SILENT**

All swimmers must quickly collect their towel and footwear from the changing rooms if it is safe to do so.

- **SWIMMERS WILL ASSEMBLE OUTSIDE THE MAIN SLIDING DOORS AND AWAIT FURTHER INSTRUCTIONS. POSSIBLE GO AND KEEP WARM IN THE SPORTS HALL NEARBY.**

Swimmers should be ready to evacuate to the Emergency Assembly Area (EAA) (Powell Pitch) if necessary.

IF AT ANY STAGE THERE IS EVIDENCE OF FIRE IN THE VICINITY OF THE POOL ALL PERSONNEL MUST BE EVACUATED IMMEDIATELY AND MAKE THEIR WAY TO THE EMERGENCY ASSEMBLY AREA AS QUICKLY AS POSSIBLE. A SAFE LOCATION TO SHELTER WILL BE IDENTIFIED AS QUICKLY AS POSSIBLE

Stage 2 – The register check

- A REGISTER SHOULD BE TAKEN BY THE LIFEGUARD/RESPONSIBLE ADULT.
- THE DEPUTY HEADMASTER SHOULD BE INFORMED AS SOON AS POSSIBLE OF THOSE PRESENT OR MISSING BY THE LIFEGUARD/RESPONSIBLE ADULT

Stage 3 – Await further instructions:

- FURTHER INSTRUCTIONS WILL BE GIVEN BY the Deputy Headmaster

Stage 4 – Resume activities when safe to do so:

SWIMMERS MUST BE KEPT TOGETHER UNTIL AN INSTRUCTION TO CONTINUE IS GIVEN

SWIMMERS SHOULD RETURN TO THE POOL VIA THE CHANGING ROOMS

If they left the pool area so as to avoid contamination of the pool side. LIFEGUARDS WILL RETURN TO THE POOL VIA THE FIRE EXIT DOORS. The lifeguard must ensure that the fire door is closed after use.

INFRASTRUCTURE RELATED EMERGENCIES (Water contamination etc)

14. Life Guards and/or teachers. In the event of an infrastructure related emergency the Life Guard or teachers present is to extract all swimmers from the swimming pool immediately and is to prevent any other swimmers entering the pool. Examples of infrastructure emergencies and actions are:

A. Water Clarity. If the clarity of the water deteriorates during a swimming session to a level where safety of the users is compromised the pool should be cleared immediately. A sign should be displayed which identifies that the pool is out of use to ensure that all users are aware that the pool should not be used. The pool should not be used until the water quality has been tested and the users informed that conditions are suitable for swimming.

B. Lighting Failure. In the event of a mains power failure, the emergency lighting will automatically engage. Swimming sessions should be stopped. There will be sufficient lighting to enable staff to clear the pool and changing room areas. Users should be instructed to clear the pool and buildings and take their belongings with them.

C. Structural failure. In the case of any signs of main structural failure, the swimming pool and its supporting areas should be cleared immediately.