



## Workplace safety daily checklist – pool venue

Venue: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Supervisors are required to conduct a pre-start safety appraisal to ensure a safe teaching environment, free from foreseeable risks and suitable for the conduct of lessons.

Areas of concern discovered in the daily pre-start safety inspection should be highlighted with pool management immediately and safety strategies put in place to minimise any risk.

Issues that arise during the day should be addressed as soon as possible with management to ensure a timely resolution.

\*Suitable personal wet area footwear is recommended to be worn where appropriate.

Please undertake the below self-check as a minimum every day before lessons commence.

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Is the pool deck/change room slip resistant surface sufficient?

If NO

Liaise with pool management to have the condition of area reviewed and maintenance carried out if required.

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Are there any mats or items that could be a trip hazard, eg upturned at the edges?

If YES

Liaise with pool management to have the item reviewed and maintenance carried out if required.

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Is there excess water on the pool deck?

If YES

Liaise with management to reduce the excess water on pool deck, eg mop, squeegee the area?

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Are there any objects that may cause a hazard?

If YES

Liaise with pool management to have the hazard removed.

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Do the pool ladders have a non-slip tread on the steps?

If NO

Liaise with pool management to have the item reviewed and maintenance carried out if required.

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Are all emergency exits accessible, eg free from blockages?

If NOT

Immediately liaise with pool management to have issue resolved.

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Are all lane ropes attached appropriately?

If NOT

Liaise with pool management to have issue resolved.

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All swimming staff supplied with appropriate UV protection – rash shirt, hat and sunscreen.

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A daily pre-start safety discussion between the supervisor and swimming staff should be undertaken highlighting any areas of concern for the day and best practice for movement around the venue and entering/exiting the water.

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## Workplace safety daily checklist – beach or surf centre

Venue: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Supervisors and Water Safety Officers are required to conduct a pre-start safety appraisal to ensure a safe teaching environment, free from foreseeable risks and suitable for the conduct of lessons.

Areas of concern discovered in the daily pre-start safety inspection should be highlighted immediately and strategies put in place to minimise any risk.

Issues that arise during the day should be addressed as soon as possible to ensure a timely resolution.

Please undertake the below self-check as a minimum every day before lessons commence.

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Has a swimming area been designated?

If NO

Liaise with WSO and lifeguards (if appropriate) to review the conditions and identify a safe swimming area.

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Are there any objects that could be a hazard, eg rocks, sea weed; jelly fish

If YES

Liaise with WSO and lifeguards (if appropriate) to have the item reviewed and seek a solution.

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Has the marshalling area been identified?

Is the SWS flag displayed?

If NO

Liaise with WSO to identify a safe and secure marshalling area. Consider weather, eg hot sand may require area to be closer to the water.

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Are there any items/people that may cause a hazard?

If YES

Liaise with WSO and lifeguards (if appropriate) to have the item reviewed and seek a solution or remove the hazard.

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Are all emergency and first aid areas accessible, eg free from blockages?

If NOT

Immediately liaise with WSO and lifeguards (if appropriate) to have the issue resolved.

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Is all equipment safely managed and set up? eg setting up shelters; surf equipment.

If NOT

Liaise with WSO to have issue resolved.

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All swimming staff supplied with appropriate UV protection – rash shirt, hat and sunscreen.

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A daily pre-start safety discussion between the supervisor and swimming staff should be undertaken highlighting any areas of concern for the day and best practice for movement and entering/exiting the water.

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