

Club Activity Risk Assessment

CLUB	ELLESMERE PORT ASC	LOCATION	Ellesmere Port Sports Village		
ACTIVITY	Gala EPSV Pool	Assessors Name and Position	P. McDonnell Teacher	Date Assessed	8 th August 2026

Potential Hazard People Impacted	Existing Control Measures	Likelihood L=1 to 5	Severity S=1 to 5	Risk 0 to 25	Preventative Measures	Action By Whom	Action By When	Date Completed
Safeguarding Child Protection: - Mobile Phone use in changing area.	Facility operator has signage prohibiting the use of mobile phones and cameras in the changing village. SE Wavepower guidelines exclude the use of mobile phones in the changing area with slogan "keep your mobile phone in your bag in changing area"	2	2	4	Follow SE Wavepower guidelines. Before Gala the Club banner to be displayed at the dry side entrance to changing area. Club signs displayed poolside and at the poolside entrance to changing area. On completion of gala, the Club banner to be displayed at the poolside entrance to changing area. Notification is also addressed in the gala safety announcements before starting.	Gala Referee Gala Officials, Club Officials, Committee and Coaching Staff	Ongoing	
Safeguarding/child protection issues All participants	Home and Visiting Teams are responsible to ensure their Team managers are adequately trained and experienced TM1 as a minimum. All Team managers and Coaches are to hold current DBS and SGCP qualifications and adhere to the SE Coaching/Team Manager and Chaperone Policy. Individual Team Managers to hold emergency contact details for swimmers attending. Promoter of gala has welfare responsibility at the venue.	1	4	4	Team manager to ensure any matter is reported to the referee and organiser immediately. Responsibility for investigation of incident lies with the Promoters appointed Welfare Officer.	Welfare Officer for Organiser / Team managers. Gala Referee.	Ongoing	
Poolside lighting is acceptable level. All participants	Visual Inspection of pool area prior to start. Ensure lighting is adequate prior to starting.	1	4	4	Continued observation during gala session. In the event of failure participants to exit the pool under the Referee's instruction.	Referee and officials	Ongoing	

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Water level is at normal operating level. Swimmers	Visual Inspection of pool prior to start. No diving permitted into shallow end water level only 1m.	1	4	4	Continued observation during gala session. Low level <0.9m requires no tumble turns.	Referee and officials	Ongoing	
Participant injury / pool incident – not supervised. Slips / trips and falls. All participants	Ensure pool is laid out with lane ropes & backstroke flags before commencing Gala. Ensure Lifeguard is on poolside before allowing swimmers into pool. If electronic timing is in use ensure cables do not present a trip hazard by use of cable tidy cover.	2	3	6	Referee and officials undertake pre-gala inspection and checks. Starting block security checked. Ensure control measures are followed and control swimmer access. Safety announcements are made before warm up.	All Gala Officials, Team managers & coaches.	Ongoing	
Ensure safety of warm-up for Swimmers. Swimmers	Safety Announcements made prior to starting swimming. Backstroke flags in place. Lane allocation and direction of swim announced. Coaches control their own lanes, no diving; control safe numbers per lane.	2	5	10	Strictly control of entry for warm up. Awareness of swimmers in water and entry from poolside – any other potential hazards.	Team Coaches & Managers. Gala Referee and officials	Ongoing	
Slips, trips or falls on poolside. All participants	Segregation of spectators and large poolside area.	2	3	6	Define areas for participants and assembly areas. Maintain access walk ways for officials and participants.	Gala Officials, team managers	Ongoing	
Participant injury. All participants	Provision of emergency first aid assistance. Summoning assistance	2	3	6	Know procedure for calling assistance, BRIO centre staff will take charge of incident. First Aid room is adjacent small pool and spectator entrance door. Ensure incident is recorded in club and facility records.	Referee and officials	Ongoing	
Drowning / Injury to Swimmers or poolside personnel	Team Managers control swimmers in their charge. Pool Operator supplied attendants & lifeguards sufficient to meet requirements under pool NOP.	1	5	5	Small pool out of use, ensure all are made aware during pre-gala safety announcements.	Announcer / Referee/Team managers/ Gala Officials.	Ongoing	

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Shared Change Facilities due to public presence. Swimmers	Follow SE Wavepower Changing room policy and welfare officer review. Changing area is outside the area required for competition and is under the control of facility attendants.	2	3	6	Team Managers are to be responsible for their swimmers. Any concerns require bringing to the attention of the facility attendants.	Team Managers/ Swimmers / Facility Attendants	Ongoing	
Incidents at Venue Fire Alarm, Power Failure All attendees	Pool has approved EAP / NOP procedures. Include evacuation procedure in safety announcement before starting gala.	1	5	5	If an incident occurs follow direction of Lead referee and pool staff. Team Managers to control their own swimmers.	Team managers/ Referee / Pool Staff.	Ongoing	
Compliance with normal operating procedures at pool All participants	Supervision, usual pool prohibitions – no running, blocking exits with bags etc.	2	3	6	Awareness of general rules at the venue; Support Pool Staff in enforcement;	Team manager.	Ongoing	
Obstruction / tripping hazards on poolside. All participants	Visual Inspection of pool area prior to start. Swimmers to keep bags out of walkways and not obstruct emergency exits.	2	3	6	If AOE equipment is in use, cabling requires to be kept tidy and restrict access to that area. ENSURE CABLE TIDY COVER IS FITTED.	Referee and officials	Ongoing	
Minor Illness or injury to a swimmer during competition. Swimmers	Pool has approved EAP / NOP procedures and first line first aid support from facility lifeguards. Team manager to support swimmer and liaise with poolside staff.	2	3	6	Competitive start for racing. Encourage swimmers to speak up if feeling unwell at the event. If required contact parent / guardian to collect. (If injury fill in accident book, serious incident to be advised to insurers)	Team Coaches & Managers. Pool Staff.	Ongoing	
Illness or Major injury to a swimmer during competition requiring medical attention. Swimmers	Control of meeting by referee using available officials. The pool operator has NOP / EAP procedures in place. Emergency procedure to be followed in summoning assistance.	1	5	5	If needed a team manager [or parent if available] to travel with swimmer, contacting parent or guardian. Team manager to remain with swimmer. (If injury fill in accident book, seek witnesses, advise club insurers) Remaining team manager to enlist assistance of parent or steward.	Team Coaches & Managers. Pool Staff. Gala Referee	Ongoing	

Assessor:

Signed

Date

P. McDonnell



14/08/26

Assessment Date:

8/08/2026

Review Date: January 2027