



Swimming Pool Visitor Information Form 2024

Do you require an induction?	Yes		No	
If applicable induction completed by:				

Booking No.:

Your Details			
Name of individual completing form:			
Group (if applicable):		Date Completed:	
Address:			
Telephone	Mobile:	Email:	

General Information

- Calvert Exmoor swimming pool does not have a lifeguard; You are therefore responsible for your own safety and supervision.
- Non-residential visitors are allocated a one-hour time slot which is inclusive of changing times before and after your swimming session.
- Swimmers **will not** be granted entry to the pool before their allocated time slot.
- **ALL** pool users, without exception, **must** sign in at Reception upon arrival. If you arrive early for your session you will be asked to wait in Reception.
- Pool users are **prohibited** from letting other swimmers into the pool under any circumstances.
- Belongings should not be left in the pool area; the lockers in the changing rooms should be used, for which a returnable £1 coin is required.
- Please shower before entering the pool area.
- Outdoor footwear **should not** be worn in the pool area. For those who do not wish to remove their shoes, shoe covers are provided at the pool entrance.
- Food, drink and breakable objects **must not** be taken into the pool area.
- The pool **must not** be used under the influence of alcohol or illegal substances. The pool must not be used immediately after a meal.
- The pool entrance door must be shut after use and changing rooms left clean and tidy.
- You must be well enough to swim, anyone suffering from diarrhoea in the last 14 days should not use the pool.
- The shower chair provided should be used to transport guests to the pool area. Changing beds **must not** be taken into the pool area; whilst using the changing beds please ensure that the sides are up and that guests are not left unattended.

Supervision Arrangements

- The pool is not directly supervised, and guests are therefore responsible for their own safety. It is your responsibility to assess and provide appropriate care support for disabled individuals. If you do not have appropriate supervision arrangements, you will be refused access to the pool.
- **There must be a minimum of three capable people over the age of 16 in the pool at any one time. These individuals must be capable, in an emergency, of exiting the pool unaided to sound the alarm and supporting a casualty's head above water while help is being arranged.**
- Under 18's are **not** allowed in the pool area without adult supervision; therefore at least one of the three capable people in the pool area **must** be over the age of 18.
- There **must** be 1:1 adult supervision for children aged under four, and 1:2 supervision for children aged between four and eight.
- **There must not be more than 20 people in the pool area at any time.**
- Be alert and always ensure close supervision to prevent dangerous occurrences that could result in a serious incident.
- You must ensure your group swims within their ability, and close supervision **must** be given to those with conditions such as epilepsy, diabetes, asthma and heart problems.
- Anyone not complying with the supervision arrangements and rules must be reported to reception immediately.
- Running, jumping, pushing, diving or other dangerous activities are **prohibited**.

For the safety of all swimmers, it is essential that sensible, responsible behaviour is demonstrated at all times and these pool rules are complied with. Calvert Exmoor reserves the right to refuse entry or require users to immediately vacate the pool in the event of these rules not being followed.

**At the deepest point the pool is 1.3 m deep and there is no lifeguard present
You are responsible for supervising your own pool sessions.**

Safety Arrangements

- Before using the swimming pool, you **must** read and understand the pool rules.
- You must be familiar with the location of emergency alarms, rescue equipment, first aid kit and the action in the event of an emergency; if you are unsure please ask a member of staff.
- You must be familiar with the location of the fire exits and assembly points.
- Any incidents or accidents must be reported to a member of Calvert Exmoor staff.
- Hoisting equipment and slings **must only** be operated by trained personnel due to the risk of serious injury if used incorrectly. Carers are responsible for ensuring that a 'moving and handling' risk assessment has been completed for all participants that require hoisting. **Please note, Calvert staff are unable to operate the hoist on your behalf.**

Use of Hoisting Equipment (if applicable)	
Have you received training on the safe use of hoisting equipment from your employer or other reputable organisation?	YES / NO
I can confirm that a moving and handling assessment has been completed for anyone in my group that will require hoisting and hoists will only be used by trained carers.	YES / NO

- Care must be taken when moving around the pool area to avoid slips and trips on poolside hazards.
- Safety equipment **must only** be used in an emergency.
- For your own safety do not use the pool and advise a member of staff if any of the following occur:
 - The pool is contaminated by blood, vomit or faeces.
 - You observe broken glass or sharp objects.
 - There is a lack of water clarity or you cannot see the bottom of the pool.
- In the event of a power cut swimmers **must** exit the pool area immediately; emergency lighting will come on automatically.
- In the event of fire evacuate the pool immediately and assemble at the fire assembly point. Emergency blankets are located at the emergency exit on pool side.
- If the fire alarm sounds and there is no immediate danger prepare to evacuate the pool area and wait for further instructions from a member of staff.
- The fire escape on pool side should remain closed at all times as this is an alarmed fire exit only.
- Fire blankets can be found by the poolside fire exit.

In the event of an emergency or serious incident push the emergency call point on pool side to alert a member of staff who will immediately come to provide assistance. When this occurs, all swimmers must exit the water to a safe area and the casualty's head must be supported above the water.

Operation of Spa

- A maximum of **5** people are allowed in the spa at any one time.
- Pregnant women, elderly persons and those suffering from heart disease, diabetes, high or low blood pressure or anyone using anti-coagulants, antihistamines, vasoconstrictors, vasodilators, stimulants, hypnotics or tranquilisers **should not** enter the spa without first seeking medical advice. Children **should not** use the spa without supervision.
- The spa must not be used under the influence of alcohol or illegal substances. The spa must not be used immediately after a meal.

Declaration			
I confirm that I have read and understood the pool rules, normal operating procedures and emergency procedures and will adhere to them at all times.			
I understand that there is no lifeguard present and that I am responsible for supervision arrangements.			
Print Name:		Signed:	