



Provide a Safe Learning and Working Environment

SCHOOL DISTRICT 11 SAFETY STANDARD

Colorado Springs School District 11 SAFETY STANDARD

Swimming Pool Operations

1. This Safety Standard was developed by the Safety Office, Risk Related Activities Department.
2. A technical review and content acceptance was performed by:
 - The Director of Athletics, Activities, and Physical Education
 - The Director of Facilities
 - Risk Managements Staff, Risk Related Activities Department
 - The Chief of Mechanical Systems, Facilities Department
 - Executive Director, K-12 Schools
 - Rental Office
3. This Safety Standard was reviewed and accepted by the Director, Risk Related Activities Department.

Approved: _____

A handwritten signature in black ink, appearing to read "Glenn Gustafson", written over a horizontal line.

Date: _____

7/13/15

**Glenn Gustafson
Deputy Superintendent/ Chief Financial Officer**

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Swimming Pool Operations

Colorado Springs School District 11 is committed to providing a safe learning and working environment. In accordance with board of education policy EB, students, employees, volunteers, and visitors shall adhere to all approved safety standards.

Safe swimming pool operations are essential to safeguarding the safety and health of students, staff and visitors who are participating in activities involving the use of District pools. This Safety Standard addresses swimming pool operational requirements and responsibilities.

Responsibilities

1. School Principal:

- a. Ensure all school staff are aware of this safety standard and that compliance is mandatory.
- b. Ensure there are a minimum of two Certified Pool Operators (CPO) on staff.
- c. Ensure the CPO is provided with sufficient allocation of time to perform daily water chemistry testing and other responsibilities at required time intervals.
- d. Ensure a copy of the Water Safety Instructor (WSI) Certificates and Lifeguard certificates are maintained and available for review by District representatives and any local and state compliance agencies.

2. Certified Pool Operator:

- a. The CPO is authorized to immediately close the pool should a dangerous condition or significant event poses a threat to the safety and health of students, staff, or visitors.
- b. Comply with the District 11 Pool Opening and Closing Checklist. (See Exhibit 1)
- c. Use the District approved and provided water test kit.
- d. Complete the pool opening inspection and initial water chemistry test one hour before the first scheduled use of the pool on school days, and before a scheduled rental(s) activity.
- e. Complete ALL entries and information in the daily pool log book.
- f. Add chemicals to pool water only, never add water to chemicals.
- g. Add chemicals from pool deck only when pool is unoccupied.
- h. Obtain water samples in accordance with The Model Aquatic Health Code and requirements of *5CCR 1003-5 State Board of Health Regulations Pertaining to Swimming Pools and Mineral Baths*.
- i. Report pool closure to the Facilities Department as soon as possible.

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3. Instructional Staff:

- a. Teachers providing instruction shall be trained and maintain a current (WSI) certification.
- b. A certified lifeguard must be present any time students will be in the water, and will not be assigned other duties. Lifeguards will not engage in social conversations or use cellular telephones, music players, or other non-emergency electronic devices while on duty.
- c. Staff will report any problems involving pool operations and/or sanitation issues, locker rooms, pool deck areas, and damaged or missing safety equipment to the building (CPO) and/or building administration.

4. Students:

- a. Wear proper swimming attire.
- b. Shower before entering the pool.
- c. Follow all pool safety rules and teacher instructions and report any unsafe condition to the teacher.

5. Community Rentals Rental Group or Organization: (non-District Use)

- a. All participants of a community rental group or organization must comply with the requirements as addressed within the District 11 Rental Agreement, and the pool safety rules.
- b. The community rental group or organization must report all safety and/or sanitation problems to the District rental office.
- c. Lifeguards on duty during rental activities shall be responsible for ensuring compliance with the pool rules. The lifeguard shall report all water quality concerns, mechanical systems concerns or failures, or fecal accident to the District contact as soon as possible.

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Safety and Emergency Preparedness

1. Every District pool is required to maintain an emergency action plan that as a minimum addresses accident or emergency situations to include:
 - a. Drowning
 - b. Injury
 - c. Building evacuation procedures
 - d. Water contamination
 - e. Chemical incidents
 - f. Communication and coordination with building and emergency responders, and health department representatives.

2. Every District pool will maintain and have immediately available the following emergency and rescue equipment:
 - a. 2-Rescue tubes
 - b. 2-Reaching poles
 - c. 2-Ring buoys and throwing lines
 - d. 2-Backboards and head immobilizers
 - e. 1-First aid kit
 - f. Emergency alert system(s) and procedure
 - g. Emergency phones with current numbers posted (i.e. call 9-911 in case of emergency)

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Exhibit 1 - District 11 Pool Opening and Closing Checklist

**Daily: Testing requirements in accordance with 5 CCR 1003-5 STATE BOARD OF HEALTH REGULATIONS
PERTAINING TO SWIMMING POOLS AND MINERAL BATHS**

POOL LEVEL INSPECTION

- Ensure all safety signs are in place.
- Inspect the area for broken equipment or vandalism.
- Safety equipment is in place.
- Inspect the deck for broken tiles or standing pools of water.
- Ensure the main drain is clearly visible. The bottom of the pool must be visible from the deck.
- Check for stains or algae on the pool floor.
- Check that the water level is high enough for proper automatic skimming.
- Visually inspect inlet and outlet covers. Check for pool circulation.
- Use a skimmer net to remove debris floating on the surface.
- Empty and clean the skimmer baskets or gutters.
- Check waste containers, empty waste if needed, and place new liner bags.
- Check for clean changing rooms.
- Disinfect benches, toilets, sinks, showers, countertops, and fixtures.
- Ensure that there is ample soap and toilet paper.
- Pick up any trash, debris, or misplaced items.
- Ensure diving boards, ladders, wheel chair lifts, and similar items for loose bolts, missing pieces, damage, or hazards.
- Vacuum the pool, if needed. (Pool Bug)
- Be sure that all doors leading to the pool are locked at all times. Be sure that chemical storage rooms are locked up with the proper signage at all times.
- Perform water chemistry check

Chemical readings must be taken from the deck midway from either end of the pool and at least 18 inches below the water surface. When using the provided Taylor test kit, (K-2005/c Service Complete High), compare the reading under the proper lighting with a white background (not against a tan or yellow wall, nor in a basement). Do not test pool water from the valve at the base of the automated feeder. Check the water temperature and clarity. The following tests will be performed and documented in the provided pool log book: (FAC, TC, CC, ORP, PH, ALK, CH, temperature, bather load, flow rate, and pressure, signature of the onsite CPO servicing the pool). Make sure you do not test near jets or at the corner of the pool deck. All items in the pool log must be filled-in and the CPO who conducted the chemistry tests must initial, date and time that the testing was completed.

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DAILY BELOW POOL INPECTION

Automated chemical controller: (STRANTROL)

After checking and recording the pool readings, calibrate the automatic feeder immediately after the first test. Be sure to recalibrate the automated chemical controller after the 3rd test (or last test readings) of your work day.

- Make sure the chlorine and pH dosing systems are functioning properly
- Ensure the amount of chemicals available in feeders or the supply lines leading to and from the automated chemical controller pumps.
- Adjust chemical manually and temperature levels as needed. The control for adjusting the temperature is located on the pool boiler control.
- Clean the hair and lint strainer
- Check that the valves in the pool circulation system are in the proper position.
- Check the filter pressure gauges after vacuuming and backwashing, if needed.
- Remove any debris that restricts drainage.
- Inspect for broken stairs, loose fittings, or obvious hazards.
- Clean the filtration and pump room.

Weekly

- Scrub off the scum line.
- Backwash the filter or clean the filter medium, if needed.
- Spray down or pressure wash and disinfect the surrounding deck. Do not allow this water to enter the pool. Be sure that the cleaning chemical exit through the main drain.
- Remove corrosion and/or chemical build up from chemical feeders, metering pumps, tubing, and injection sites.
- Clean automated controller sensor probes and flow meters.

As needed

Chlorinate (shock) the pool to its calculated breakpoint.

Submit a work order to: Service tile and grout, pool heaters, generators, HVAC units, and other mechanical equipment. Inspect the sand filters

All D11 swimming pools must have a CPO present during operating hours. If CPO is not available for your daily pool services, please contact facilities, 477-6000 immediately for assistance.

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LEGAL REFS.:

6 CCR 1010-6 Colorado Department of Public Health and Environment
Rules and Regulations Governing Schools in the State of Colorado
5 CCR 1003-5 Colorado Department of Public Health and Environment
Regulations Pertaining to Swimming Pools and Mineral Baths
Centers for Disease Control and Prevention: The Model Aquatic Health Code, 1st Edition
August 2014
National Pool and Spa Operator Handbook

DISTRICT 11 CROSS REFS.:

EB- Safety Program
ADD-Safe and Secure Schools
KF-Community Use of District Property (for Non-District Use)
MD-B2-Safety and Standards Compliance