



31 North Main Street
Franklinville, NY 14737
716-676-8000

Pool Safety Plan

Indoor Facility

Organization and Management

Chain of Command

Superintendent of Schools

Don Putnam
716-676-8059

Elementary Principal

Melissa Martin
716-676-8020

High School Principal

Robert Hirsch
716-676-8060

Athletic Director

Richard Zink

Maintenance Staff	Physical Education Staff	Coaching Staff/Varsity/USA
Dustin Brisky Ext. 8088 Cell 716-474-9664	Reed Mitrowski Ext. 2303 Cell 716-353-2890	Jennifer Landow 716-969-3493
Mike Sikora Ext. 8088 Cell 716-480-8686	Allan Dunlap Ext. 2305 Cell 716-790-1218	

➤ Job Duties and Descriptions

- Superintendent of Schools supervises all staff within the Franklinville Central School District with the assistance of school principals, athletic director, and maintenance supervisor.
- Elementary School Principal directly supervises the staff and oversees the management of the Elementary School building, which houses the natatorium.
- Athletic Director organizes activities and staff using the Elementary School natatorium.
- Maintenance Staff responsible for the daily upkeep of the natatorium, keeping it safe and clean. Responsible for water maintenance (chemical storage, etc.)
- Physical Education Teachers are responsible for day-to-day instruction and safety of classes and/or teams using the natatorium. Responsible for the condition and placement of lifesaving equipment, maintenance of the incident log book, performance of lifeguarding duties, enforcement of rules and regulations, and activation of emergency procedures when necessary.
- USA Swim Coach is responsible for the after-hours use of the natatorium by the Franklinville Swim Club. Ensures that all established rules and regulations within the safety plan are observed during swim practices, swim meets, family swim, adult swim, and community swim lessons.
- Additional Lifeguards would be directly supervised by a current WSI and would be familiar with the established safety plan and its use.

➤ Injury Prevention – Lifeguard Staff/PE Instructors/Swim Coaches

- Daily Inspection/Duties
 - All life-saving equipment will be checked daily to ensure that it is in good working order. Defects will be reported for repair or replacement.
 - Hazards such as hoses, lane lines, etc. will not be left near the poll edge to prevent tipping.
 - Clarity of the pool will be observed and it will not be opened unless the bottom of the pool is clearly visible.
- Supervision
 - Enforcement of rules, regulations, and the reason the rule exists.
 - If the same person continues to violate the same rule
 - Contact the person and explain it again, and have them sit out for at least 5 minutes.
 - If they continue to break the rule, do not allow them to swim for the remainder of the day.
 - The following rules are posted above the pool office and must be enforced
 - Maximum number of bathers 137 (81 shallow, 56 deep)
 - No horseplay or running in or around the pool area
 - No diving in the shallow end
 - No diving in water less than 8 feet deep (except during competitive swimming or swim training activities)

- No running dives
- No glass in pool area or locker area
- Pollution of the pool is prohibited
- Children under 5 must be accompanied by an adult to open swim
- Use of diving blocks and diving boards is prohibited except during instructional periods of swim practice (no swimming in front of the diving boards)
- The lifeguard has the right to enforce additional safety rules when needed
- Hazardous Areas
 - Diving Boards and Diving Blocks
 - When not in use, these areas will be closed off with the placement of orange safety cones.
- Diving Board Rules, posted near diving boards
 - Divers must use the ladder to mount the diving board
 - Mounting in any other way is prohibited
 - Only one bounce at the end of the board is allowed
 - Only one person at a time is allowed on the board
 - Diving or jumping must be done in a straight line out from the end of the board
 - Diving or jumping from the side of the board is prohibited
 - Individuals must look before diving or jumping to make sure no swimmer or previous diver is in the diving area
 - People must swim to either side of the way or ladder after diving or jumping
 - Only under supervisions should divers attempt twisting, somersaulting, inward or reverse dives
- Maintenance Staff and Full Sequence of Pool Operation
 - Each morning staff checks pool water for
 - Clarity
 - Free Chlorine
 - Total Chlorine
 - PH Level
 - The pool is closed if
 - Free chlorine residual exceeds *5.0mg/l* or the Ph is above 8.2
 - Free chlorine residual is below *1.5mg/l* when the Ph is between 7.8 and 8.2
 - The pool MUST be closed if
 - The Ph is below 7.8 and the chlorine is less than 0.6ppm.
 - Water from the pool main drain and gutter drains flow by gravity into balancing tank. Diversion valve in balancing tank throttles off main drain inlet the higher the level rises in the balancing tank, allowing an unrestricted flow from the gutter drains.

- Water is sucked from the balancing tank by the main circulation pump through the hair and lint strainer. The hair and lint strainer is cleaned on a weekly basis. There is an extra stainless steel basket for quick change out.
- There are two main circulating pumps, one of which is back up. The disconnects are located on the outside wall.
- The pump discharge flows into the 4 “Triton” main filters. These filters are backwashed when there is a 10 pound differential between their inlet and outlet pressures.
- After the water comes from the filters, it flows to a partially closed butterfly valve. This valve, as it closes, forces filtered water up to the heat exchanger located in the boiler room. The heat exchanger wants to see 40 gallons per minute on the flow meter. The heated water returns to the 6” line to the pool.
- The pool water then returns to the pool through fill nozzles located beneath the water level in the pool.
- The Chemtrol mechanism, located in the boiler room, is also piped into the pump suction and discharge. This control senses the Ph and chlorine levels of the pool water. It activates the chlorine injectors as needed. These are located in the pump room and they must be kept supplied with acid and chlorine.
- Chemical storage and handling
 - Chemicals are stored in the pump room under the pool deck. They are stored approximately 20 feet from each other. With a concrete dike separating them.

➤ Supervision/Coverage

- One lifeguard chair is provided at the midpoint of the pool and the lifeguard will be placed either in stand or in chairs closest to the area of instruction.
- A certified lifeguard will be on duty and at all times the pool is in operation. The certified lifeguard will possess no less than current Red Cross Advanced Lifesaving and CPR. The lifeguard will remain on deck to survey the pool at all times.
- The lifeguard(s) will have rescue buoys and whistles at hand wherever they are posted.
- When one teacher is on duty, classes will be taught using mass instruction and a Certified Life Guard Management Personnel or other certificated lifeguard (with a minimum of Supervisor Level III Certification) will be on deck to survey the pool at all times.
- The lifeguard will not engage in activities that interfere with the supervision of the bathers.
- All children, under the age of 5 years old, shall be accompanied by an adult during family swims and/or open swims.
- Included is a sketch of the facility locating safety equipment, possible hazards (circled in red, telephones, and exits)
- The lifeguard/coach shall be in control of any emergency arising in the pool area.

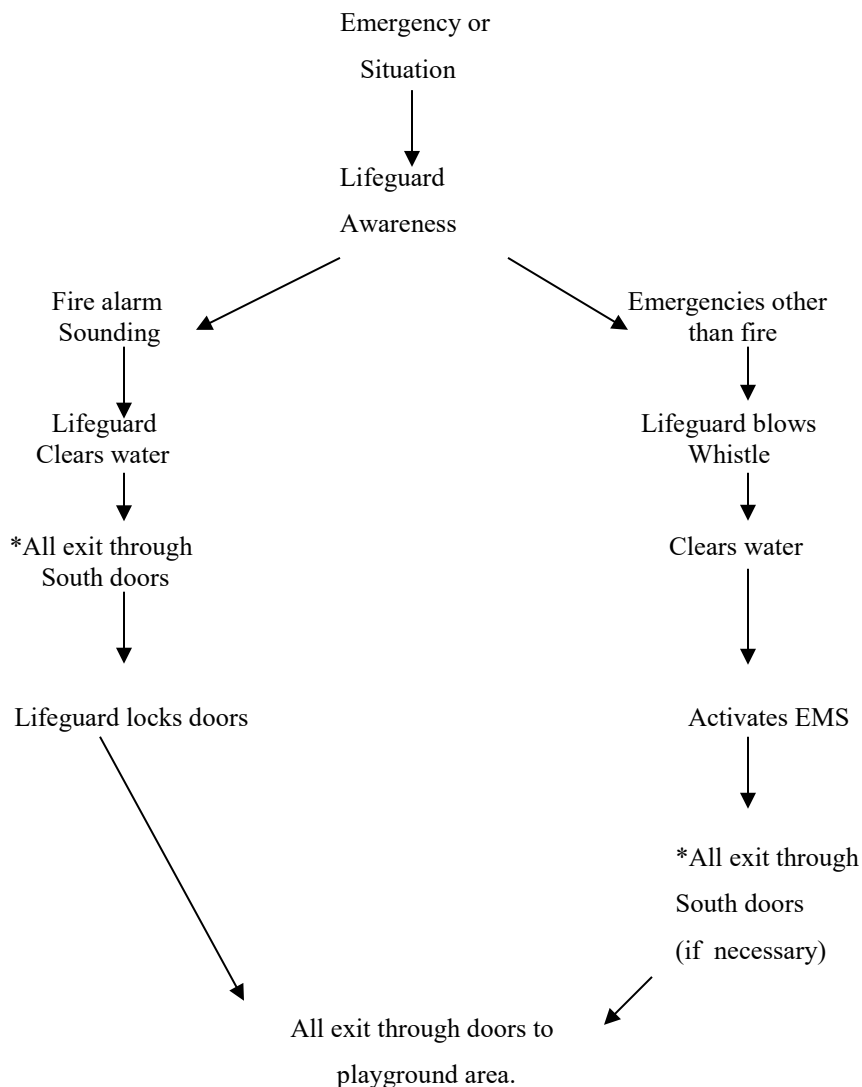
- In any emergency that will divert the lifeguard from the pool and other bathers the lifeguard will
 - Sound three (3) whistle blasts, clear the pool, and make rescue
 - Send second lifeguard or other responsible bather to phone EMS
 - Provide necessary first aid
 - Designate a third responsible bather to take care of crown control, retrieve equipment, etc.
 - Second lifeguard or responsible bather guides rescue squad into the building making sure a path is cleared
 - When rescue squad takes over
 - Interview witnesses
 - Contact chain of command
 - Notify family
 - Complete reports
 - Critique incident
 - Record in log book – Log Book and Accident reports are available in the pool office
 - Take corrective measures
 - The following information is posted at both phones in the pool area
 - In an Emergency Dial 911
 - Give the following information
 - Your Name
 - Location (Franklinville Central School, Elementary Building Pool)
 - Phone Number (716-676-8020, extension 2139)
 - Type of Accident
 - Assistance Required (Example: Ambulance, Fire, Police)
 - Approach route to pool/rear of building, door will be open etc.
 - DO NOT HANG UP UNTIL TOLD TO DO SO!!!
- Emergency Procedure
- During the school day
 - 8:00 am – 4:00 pm
 - In any emergency that will divert the lifeguard from the pool and other bathers the lifeguard will
 - Sound three (3) whistle blasts, clear the pool, and make rescue
 - Send a responsible student to the office for additional assistance and for the nurse
 - Have adult call for rescue squad when needed
 - Provide necessary first aid
 - Have an adult supervise other children (retreat to the locker rooms to get changed)
 - Have second adult supervise guide rescue squad into the building making sure a path is cleared
 - When rescue squad takes over

- Interview witnesses
- Contact chain of command
- Notify family
- Complete reports
- Critique incident
- Record in log book – Log Book and Accident reports are available in the pool office
- Take corrective measures

➤ Seizures

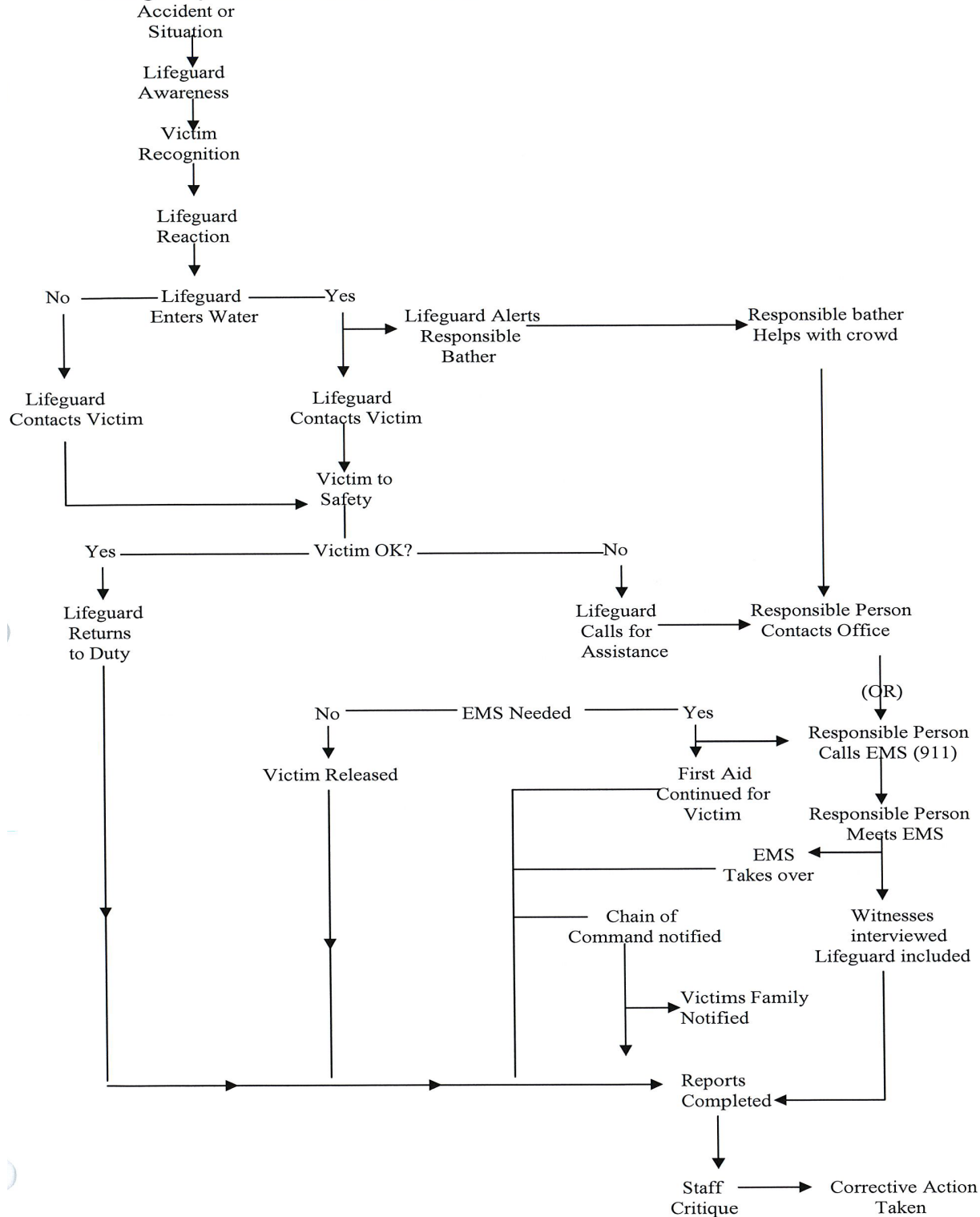
- Any person who suffers a seizure in the water and submerges should be transported to a medical facility regardless of apparent recovery
- They should not be allowed back in the water for the rest of the day

Emergency Exit Flow Chart

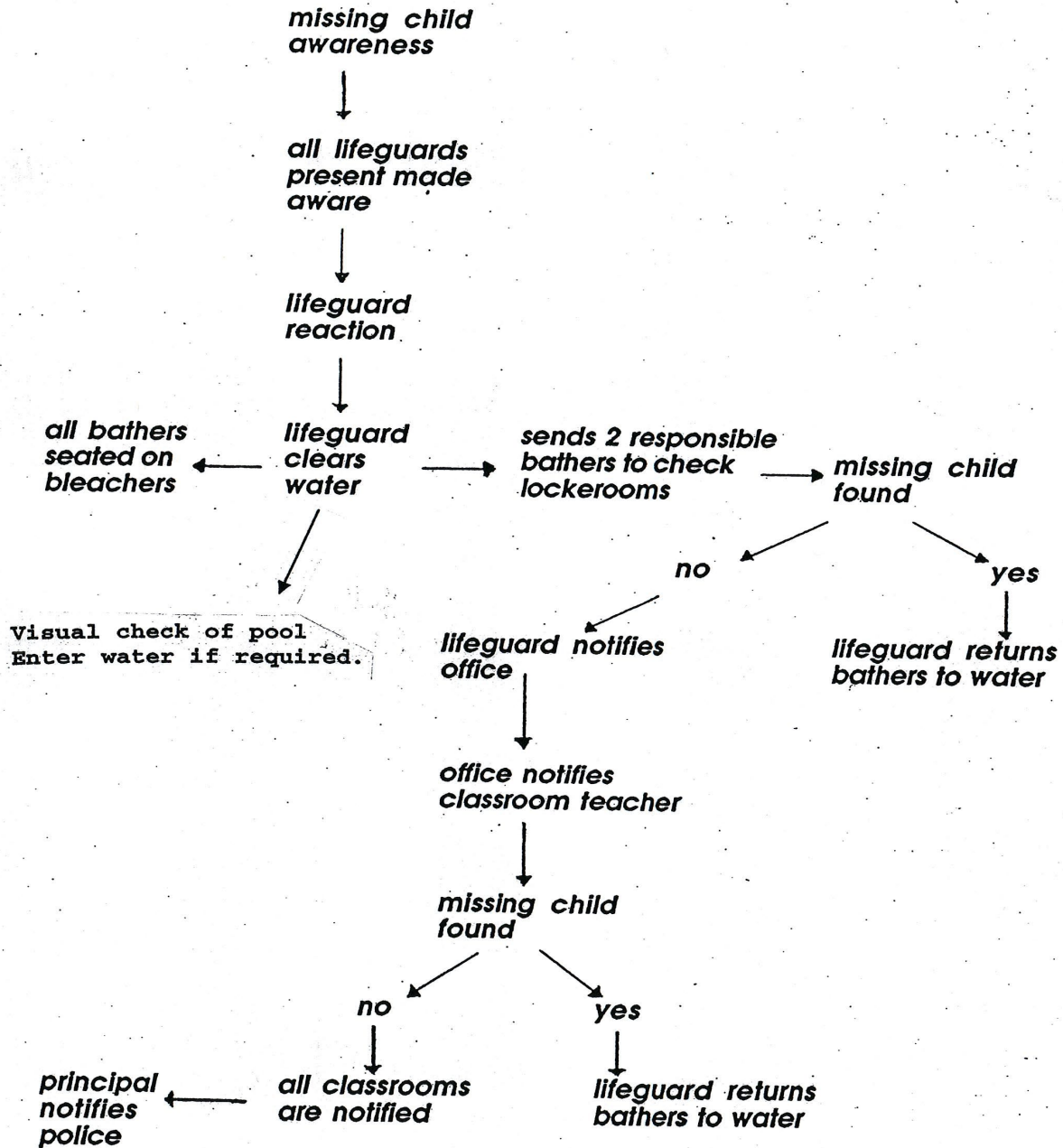


***If south doors are blocked in some way, use the same procedure, except exit through the north doors.**

Emergency Action Plan Flow Chart



MISSING CHILD EMERGENCY FLOW CHART



- Communications
 - The lifeguard on duty and any/all responsible adults will be instructed as to the location of the phone and directions for contacting assistance.
 - The pool is located in an area easily accessible to outside medical and emergency assistance with an outside line for calls readily available.
 - Please see pool diagram for phone location
- Pool Safety During Building Evacuation
 - In the event of a fire drill or evacuation of the building, students in the pool area will be provided a thermal blanket to be used for warmth outside. These blankets will be stored in the pool equipment area
- Pool Safety Personnel
 - All persons in the lifeguard position must be dressed and ready to perform any required rescue
 - This includes
 - Bathing suit
 - Loose-fitting athletic clothing
 - Easy to remove footwear (flip flops, etc.)
 - STREET CLOTHING IS UNACCEPTABLE
- First Aid Supplies for Use in the Pool Safety Area
 - First Aid Kit
 - First Aid/CPR guides
 - Rescue mask
 - Ace bandages
 - Antiseptic
 - Antibiotic cream
 - Band-Aids
 - Large dressing cling
 - Tape
 - Scissors
 - Clamps
 - Tweezers
 - Ice Compresses
 - Outside Office
 - Adolph Kiefer rescue back board, including restraint belts and head restraints
 - Extrication collar (adult size)
- Pool Safety Personnel
 - The position of Lifeguard is just that: Lifeguard
 - At any time, school day, or after hours, if there is instruction taking place, one supervisor will instruct and at least one other certified lifeguard management personnel or other certified lifeguard (with a minimum of Supervisor Level III Certification) will be on deck to survey the pool at all times. Bathers are to be under the supervision of the lifeguard at all times. At no time is the lifeguard to be derelict in their duties to provide instruction.

- Training for Emergency Response
 - The Franklinville Central School District shall practice the emergency response drill once a year in March. The ES Physical Education teachers will be responsible for conducting the training. The ES and HS Physical Education teachers, along with the School Nurse, Main Office Staff, Eyes on Deck (Level III Supervision Staff), Maintenance, and boys'/girls' Varsity Coaches shall participate in this training.