**Hiring of External Swimming Pools - Technical Checklist**

It is strongly advised that this checklist is completed by any school hiring an outdoor swimming pool from an external provider. The checklist covers the technical assurances you should have in place before entering into any agreement for the hire of a pool, to ensure that the facilities can be safely assembled and used on school grounds.

**Complete all shaded sections**

|  |  |  |  |
| --- | --- | --- | --- |
| **Pool Installation at:** |  | | |
| **Water Supply** | | | |
| External outlet | | Yes / No | |
| Internal outlet | | Yes / No | |
| Double check valve fitted | | Yes / **No\*** | |
| **\*A Double Check Valve is required. If one is not already fitted, school must make arrangements for one to be installed by competent mechanical contractor prior to the start of the hire agreement** | | | |
| **An airgap must be maintained between hose pipe outlet and eventual pool level at all times** | | | |
| Hose pipe outlet secured above pool level (this may be attached to the ladder access) | | Yes / No | |
| **Electrical Supply** | | | |
| Suitable source of 3P 63Amp supply for pool heater | | Yes / No | |
| Suitable source of SP 32Amp supply for pool filter | | Yes / No | |
| **If electrical works are required, these must be completed, tested and certified by a competent electrician, to comply with BS7671** | | | |
| Minor Works Certification for both supplies provided | | Yes / No | |
| **Asbestos** | | | |
| **Before any work to install an external tap or electrical supplies is commenced, all locations and routes for pipework, cables and switchgear must be checked for asbestos. If asbestos is identified, wherever practicable, an alternative source or route must be found.**  **Contact your District Surveyor or Building Services Engineer or the Council's Asbestos Officer for advice** | | | |
| Asbestos Register checked against the locations and route of any work required to provide a water or electrical supplies | | | Yes / No |
| Work required to clear route of Asbestos | | | Yes / No |
| Name of Licensed Contractor undertaking work  …………………………………………………………………………………………………… | | | |
| Clearance Test Certificate provided by Licensed Contractor / Enforcement Body | | | Yes / No  N/A |
| **Water Quality** | | | |
| Filtration, back wash and chlorine dosing arrangements explained by Pool Provider.  Schools should ask for this information to be provided in documented or electronic format if they wish it to be checked by their Building Services Engineer | | | Yes / No | |
| Pool provider uses a lockable chlorine-storage container that is stored away from poolside together with a safety data sheet and cannot be accessed by school staff or pupils | | | Yes / No | |
| Temperature log complete**\*** | | | Yes / No | |
| Dosing log complete**\*** | | | Yes / No | |
| **\*Premises Managers are advised to review these logs periodically during the hire period to ensure they are completed in accordance with the pool provider's operating arrangements** | | | | |
| **Pool Operation** | | | | |

|  |  |
| --- | --- |
| **Evidence is required of recognised training for operating a pool from either:**   * **Pool Water Advisory Group (PWTAG) or** * **Chartered institute for the Management of Sport and Physical Activity (CIMSPA)** | |
| PWTAG Swimming Pool Technical Operator (SPTO) Qualification Certificate | Yes / No |
| PWTAG On-Site Designated Supervisor (ODS) Qualification Certificate | Yes / No |
| CIMSPA Pool Plant Operative, Qualification Certificate | Yes / No |
| **Emptying the Pool** | |
| Discharge Permit from UU  A copy of permit should be reviewed by Premises Manager IF school has own Sewage system or Septic tank "N/A" applies | Yes / No  N/A\* |
| **\*N/A School must seek advice from their Building Services Engineer, or their own property professional regarding the capability of the sewage system to accept discharge of up to 70,000 litres of pool water** | |

**Checklist completed by**

|  |  |  |  |
| --- | --- | --- | --- |
| **For School** | | **For Pool Provider** | |
| Name: |  | Name: |  |
| Date: |  | Date: |  |
| Emergency contact: |  | Emergency  contact: |  |