



CLUB EMERGENCY PROCEDURES

In the event of an emergency please keep your squad together and ask them to leave the pool. If you are required to evacuate the building you must ensure that you can account for all of your swimmers.

Fire Alarm

- 1 On hearing the fire alarm, the pool staff will instruct all club members to leave the area and to assemble by the exit doors.
- 2 If a fire is confirmed, the pools staff will calmly usher members through the exits to a safe assembly point these are:

Winstanley Pool

Exit through fire doors at the shallow end of the pool. Assemble on the grassed area next to the front car park (adjacent to the bungalow) as displayed on pool noticeboard.

Braunstone Leisure Centre

Braunstone Leisure Centre staff will lead you to the nearest fire exit.

Fire exits located: *Main pool* – on the poolside near to the wet changing area, directly leading outdoors.

Small pool – on the small poolside leading directly into the entrance of the pool area

Wet changing area – 2 exits (left & right) at top end of changing area

Assemble in car park at the front of the building.

- 3 Check roll call.
DO NOT re-enter the building until told that it is safe to do so by the Senior Fire Officer.

Power Failure

- 1 Emergency lighting will operate automatically when main lights fail.
- 2 Swimmers should leave the water and wait on the poolside away from the pool edges for further instruction.
- 3 Torches will be issued where appropriate.
- 4 If necessary the pool staff will organise changing arrangements
- 5 Change quickly and take away all belongings.

Drowning Alarm

Winstanley Pool

- 1 Use hand held radio to instruct premises officer to come to the pool immediately.
- 2 Begin non entry rescue. If unsuccessful provide water based rescue.
- 3 Clear the pool



Braunstone Leisure Centre

- 1 Alert lifeguard who will sound the drowning alarm and commence rescue
- 2 On hearing the drowning alarm, instruct all swimmers to swim to the nearest side immediately and to get out. You may be asked by the pool staff to take your squad off the poolside.

Accidents:

Accidents should be reported to the duty officer at the pool concerned, and should be recorded in the centre's accident log. It should also be recorded in the club's accident book kept at the club's cash desk.

Throughout any incident you must ensure that adequate supervision of the poolside continues

Emergency Equipment:

Normal Operating Procedures (NOPs) and Emergency Action Plans (EAPs)	<p>Winstanley Pool: Blue folder, Community Managers Office</p> <p>Braunstone Leisure Centre: Filing Cabinet in Duty Officer's Office</p>
First Aid Equipment	<p>Winstanley Pool: Emergency Resuscitation Box and first aid kit at deep end of pool and in the Community Office</p> <p>Braunstone Leisure Centre: Poolside First Aid Room. Portable first aid kits available from First aid room/reception/plant room</p>
Emergency Telephone	<p>Winstanley Pool: Emergency resuscitator box at deep end of pool. Pool No. 0116 2826639</p> <p>Braunstone Leisure Centre: Emergency Phone on poolside (dial 9 for outside line)/reception/Duty Officer's office</p>
Accident Log	<p>Winstanley Pool: BSC log held with register at pay desk. Winstanley CC held in Community Office.</p> <p>Braunstone Leisure Centre: Recorded in BLC system – in Duty Officer's office/reception.</p>