

## SWIMMING POOL EMERGENCY EVACUATION PLAN

**General Emergency Evacuations Procedures for:** Pool users.

**Premises address and contact number:** *withheld for website*

**Plan date:** 11/04/2021

**Review date:** 10/04/2022 or after an evacuation or change in arrangement

### Sound of Alarm

The sound of an alarm will be a manual warning (shouting or whistling) and/or ringing of the manual bell by the main internal entrance door to the pool area

### Raising the Alarm

In the event of an emergency, the alarm will be raised by: activation of the nearest manual bell or commencing manual warning (whistle, shouting etc.). If heat or smoke is detected by automatic detectors, this will trigger an alarm, audible 'peeping'. If a fire is discovered by a staff member or a visitor, they should notify a staff member of the fire immediately.

### Action staff should take on hearing the alarm

The following actions will be taken by staff upon an alarm being sounded/raised:

- The nominated responsible person will take charge and lead in the evacuation
- Dial 999 and request attendance by the emergency services. Staff member gives their name, building address (as detailed above), contact number and details of the emergency
- Pick up the register
- Staff will commence evacuation of the building – making sure this is done in a calm and orderly manner
- Staff to sweep building to make sure all areas are clear (including back areas) if safe to do so and make sure all doors are closed on the way out where possible
- If safe and appropriate to do so, electrical mains and gas supplies should be switched off before leaving the building. The location of these in the plant room
- Nobody to re-enter the building until confirmed safe to do so by the emergency services
- Meet at assembly point and check all persons are accounted for
- to liaise with emergency services upon their arrival

### Escape routes

The escape routes from the pool building are:

1. Main entrance door
2. Two double push bar doors by spectator seating area

### **Fire Assembly Point**

The assembly point is the large tree directly opposite the main entrance to the pool building

### **Fighting fires – Extinguisher use**

Fire extinguishers will only be used where:

- The individual has received training and feel confident in their use
- Where it is deemed safe to do so i.e. there is a clear means of escape, fire is small

**Personal safety always takes priority and, if in any doubt, no-one should not attempt to extinguish a fire**

### **Location of key safety hazards and other fire related equipment**

- Gas supply shut off: Plant room
- Mains fuse box: Plant room
- Mains water inlet: Plant room
- Gas/oxygen cylinders: COSHH cupboard
- Location of fire alarm panel: Fire Hydrant

### **Evacuation of those with Additional Assistance Requirements**

The Hirer to understand whether any of the adults, children or spectators using the pool require additional assistance in an emergency evacuation. A Personal Emergency Evacuation Plan (PEEP) must be developed to give a tailor made escape plan for individuals who may not be able to reach an ultimate place of safety unaided in the event of an emergency.

The Hirer of the pool is required to consider 'hidden impairments' a heart condition or epilepsy, for example, that may require assistance in an emergency evacuation. Deaf people may not be able to hear the fire alarm, people with visual impairment may not be able to read fire exit signs clearly and people with a mental health issue may react in an unusual way.

During periods of Hirer, the responsible person is the swimming teacher. It is his/her responsibility to help and make any person needing additional assistance gets to the meeting point safely.

<b>Equipment needed to effect the emergency plan</b>
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Alarms, Mobile phone
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<b>Other equipment available to effect the emergency plan</b>
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Foil blankets, torch
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<b>Variations to the Plan</b>
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None anticipated
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<b>Back up arrangements</b>
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If Hirer's mobile is not working, they are to use one of the customers or neighbours phones to ring 999
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Raise the alarm with the main house, RING doorbell is next to the pool room door.
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<b>Responsibilities</b>
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For making sure plan is up to date	KML Digswell Ltd
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Quarterly alarm testing and visual inspection	KML Digswell Ltd
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For making sure adequate staff are on duty to carry out the evacuation plan	Hirer
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For training staff on the evacuation plan and in their roles and responsibilities	Hirer
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