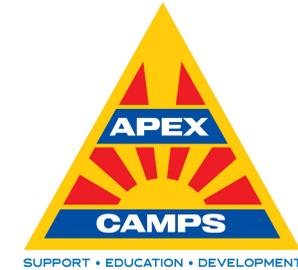


# Risk Assessment for the Pool

## Sunshine Coast Site



Completed by:	Revision date:	Approved by:	Approved date:
Laura Juniper Operations Manager	November 2025	Laura Juniper Operations Manager	November 2025
Laura Juniper Operations Manager	25 March 2024	Keith Fullerton CEO – Apex Camps	31 March 2024

Risk Level	Action required/approval
LOW – Little chance of injury of incident or injury	Obtaining parental permission is recommended

### Description:

Apex Camps uses the pool in our activities and also offers the use of the pool to groups. The pool is not heated, approximately 12 metres long with varying depth of 1.0m to 1.5m

### Supervision:

When the pool is not being used for Activities, the pool may be used by our clients. When this occurs, the following applies:  
 Apex does not provide a lifeguard or supervisor to supervise clients in the pool or its surrounds. All clients using the pool must be directly supervised by a responsible adult. All clients will need to follow their own internal policies regarding pool use and pool safety. Sufficient adult supervision must be provided to manage the session safely (including emergency situations).

### First Aid/Accidents/Incidents and Injuries:

Supervisors are responsible for supplying and applying all First Aid items, they are responsible for actioning First Aid (if needed) and also making First Aid decisions for their group whilst on camp. While this is the responsibility of the Supervisors of the group, all Apex camp areas have First Aid equipment, and the activities staff are fully trained in First Aid and carry a kit with them. All incidents need to be reported to Apex staff.

Listed below are the indicative hazards/risks and the control measures:

Hazards/Risks	Control Measures
<b>Water Quality Control:</b>	<ul style="list-style-type: none"> <li>• Pool to be tested once a week (more frequently if use is high) for chemical balances.</li> <li>• Weekly testing carried out by a contractor.</li> <li>• All biological material is to be removed from the pool.</li> <li>• Visual pool inspection to be carried out daily.</li> <li>• Basket filters cleaned out as required.</li> <li>• Sand filters back flushed out weekly.</li> <li>• Record of water testing to be kept and updated daily.</li> <li>• Chemicals to be clearly labelled and stored in a secure place.</li> </ul>
<b>Environmental Conditions</b> <ul style="list-style-type: none"> <li>• Weather</li> <li>• Surfaces</li> <li>• Surrounds</li> <li>• Temperatures</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure clients bring appropriate clothing.</li> <li>• Assess weather conditions before and during activity (e.g. Temperature and storms). Pool is not to be used during lightning and/or thunderstorms.</li> <li>• Check and assess surrounds for loose items, debris and hazards and suitability of participants.</li> <li>• Boundaries and safety rules clearly defined at commencement and modified where required during sessions.</li> <li>• Assessment made of environmental conditions prior to undertaking water-based activities.</li> </ul>
<b>Pool and Pool area</b> <ul style="list-style-type: none"> <li>• Slips and Trips</li> <li>• Supervision</li> <li>• Injuries</li> </ul>	<ul style="list-style-type: none"> <li>• Pool area kept free of non-essential items.</li> <li>• Paving and pathway kept in good condition.</li> <li>• Supervisor/teacher is to be in control and actively supervising people in the pool at all times.</li> <li>• No children under the age of 16 are allowed in the pool without adult supervision.</li> <li>• No running allowed in the Pool area.</li> <li>• The following activities are not allowed: No bomb dives, no rough play, no shoulder rides.</li> <li>• All injuries/accidents/incidents are to be reported to an Apex staff member.</li> <li>• Signage for pool safety clearly displayed.</li> </ul>
<b>Drowning</b> <ul style="list-style-type: none"> <li>• Access</li> <li>• Supervision</li> <li>• Pool Safety</li> </ul>	<ul style="list-style-type: none"> <li>• Supervisor/ teacher is to be control and actively supervising people in the pool at all times.</li> <li>• No children under the age of 16 are allowed in the pool without adult supervision.</li> <li>• Pool gate is to be kept closed at all times, gate is not to be propped open.</li> </ul>

	<ul style="list-style-type: none"> <li>• Pool fencing is maintained in good condition.</li> <li>• All items are to be kept 1m clear of pool fencing.</li> <li>• No alcohol is allowed on site.</li> <li>• No glassware is allowed in the pool area</li> <li>• Defibrillator is kept at the site office for emergency use.</li> </ul>
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In assessing the level of risk, considerations such as the likelihood of an incident happening in combination with the seriousness of a consequence are used to gauge the overall risk level for an activity.

The matrix below has been used as a guide to assist with developing the risk assessment:

Likelihood	Consequence				
	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Critical
5 Almost Certain	Medium	Medium	High	Extreme	Extreme
4 Likely	Low	Medium	High	High	Extreme
3 Possible	Low	Medium	High	High	High
2 Unlikely	Low	Low	Medium	Medium	High
1 Rare	Low	Low	Low	Low	Medium

Risk Level	
Low	Little chance of incident or serious injury
Medium	Some chance of incident and injury requiring First Aid
High	Likely chance of a serious incident and injury requiring medical treatment
Extreme	High chance of a serious incident resulting in highly debilitating injury