



JOHN HOUSTON MEMORIAL SWIMMING POOL

CONDITIONS OF USE

Hours of Operation

The pool will be open to the public free of charge generally during the following hours:

November to March

Tuesday - 12.00 – 6.00	6.00
Other days - 12.00 – 7.00	42.00
3 Morning sessions	
Monday, Wednesday, Friday - 6.00-8.00	6.00
Total	<u>54.00</u>

These hours may be varied in response to prevailing weather conditions at the discretion of the Infrastructure Manager.

PUBLIC USE

Use by Personnel/Organisations During Public Opening

Use of the pool for organised activities by individuals or groups during normal hours of operation shall be permitted under the following conditions:-

- (a) The primary function of the area is to provide a facility for use by the public during the hours it is open to the public.
- (b) All activity will be conducted under the supervision of Council's Pool Supervisor/Attendant.
- (c) In the interest of public safety and if convenient regular users may be requested to conduct their activities within designated area.
- (d) **Persons engaged in group activities during public usage hours are required to abide by the "pool rules" and shall obey all reasonable instructions, relating to their behaviour, as may be given by the Supervisor, Infrastructure Manger or General Manager. Failure to comply with any instruction may result in exclusion from the premises.**
- (e) Large groups may be required to provide additional supervision to their group if numbers exceed the requirements for rostered Council staff (ie school groups).
- (f) Anyone teaching/mentoring or coaching during normal operating hours on a regular basis must seek approval from the pool supervisor.
- (g) Large groups (such as schools or clubs) are required to enter into a formal agreement and provide all necessary documentation (such as insurances) and provide the appropriate number of qualified life guards.

Access by individuals or groups for restricted use of a section of the pool may be permitted under the following circumstances:

- (h) Detailed requests for restricted use of a section of the pool must be made at the Council office during normal working hours. Other than in extra-ordinary circumstances such **reservations must be made at least 7 days prior to the desired date. Use the form at Schedule C.**
- (i) Approval for **restricted** use of a section of the pool will require the applicant to provide documentary evidence of appropriate skills which, depending on the intended purpose of the use, will include some or all of the following:
 - (i) Pool Lifeguard Certificate
 - (ii) Bronze Medallion
 - (iii) First Aid Certificate
 - (iv) Resuscitation Certificate
 - (v) Australian Teacher of Swimming and Water Safety Certificate.
- (j) The applicant must be at least 18 years of age. (Proof required.)
- (k) Evidence to be produced that the applicant holds a current Public Liability Policy in a minimum amount of \$20,000,000 with Hay Shire Council listed as on the policy.
- (l) Persons engaged in group activities during public usage hours are required to abide by the "pool rules" and shall obey all reasonable instructions, relating to their behaviour, as may be given by the Supervisor, Infrastructure Manager or General Manager.

However as the activity is 'Private in Nature' the applicant will be responsible for supervision of the group. Failure to comply with any instruction may result in individual or group exclusion from the premises.

Non-Public Use

CASUAL USAGE

Use of the pool by individuals or groups on a casual basis, outside the normal hours of operation shall only be permitted under the following conditions:

- a) Request for use of the pool must be made at the Council office during normal working hours. Other than in extra-ordinary circumstances such **reservation must be made at least 7 days prior to the desired date. Use the form at Schedule C.**
- b) The reservation required will only be allowed if one of the Authorised Supervisors listed in Schedule A is available to be in attendance as Council's representative for the duration of the required reservation time.
- c) Reservation bookings must be accompanied with a hiring fee to cover the cost of supervision (the hiring fee is listed in Schedule B) if Council provides an authorised Supervisor.

REGULAR USAGE

Persons, or groups, wishing to use the pool on a regular basis outside the hours of normal operation shall only be permitted to do so under the following conditions:

- a) A written application (as provided in Schedule C) shall be completed prior to any regular usage.
- b) Evidence to be produced that the user holds a current Public Liability Policy in a minimum amount of \$20,000,000.

General

SUPERVISION

At all times supervision shall be provided by a person or persons suitably qualified and authorised by Council (a list of persons so authorised is attached at Schedule A).

BEHAVIOUR

Any person using the pool, on any public or private occasion, shall obey all reasonable instructions, relating to their behaviour, as may be given by the Supervisor, Infrastructure Manager or General Manager. Failure to comply with any such instruction may result in exclusion of a person, or group of people, from future use of the pool.

TRESPASSING

Any person within the pool confines without legitimate authority as provided above or as otherwise granted by Council may be considered a trespasser and so prosecuted.

WORKING WITH CHILDREN

It is the responsibility of the user or using group to comply with the Child Protection (Working with Children) Act 2012.

Schedule A

JOHN HOUSTON MEMORIAL SWIMMING POOL

(I) AUTHORISED SUPERVISORS

- (a) 1. Shirley Hajek
- 2. Rob Anderson
- 3. Wayne Nisbet
- 4. Lily Huntly
- 5. Jermaine Dixon
- 6. Shayne Kennedy

A list of additional personnel is maintained at the Pool

- (b) Other persons may be authorised subject to production of appropriate qualifications ie:

- (i) Pool Lifeguard Certificate
- (ii) Bronze Medallion
- (iii) First Aid Certificate
- (iv) Resuscitation Certificate
- (v) Advanced Resuscitation

(II) Learn to Swim Training Personnel.

- (a) No details
- (b) Other persons may be authorised subject to production of appropriate qualification ie.
 - (i) the Australian Teacher of Swimming and Water Safety Certificate.
(Trainers should hold appropriate qualifications for the level being taught/instructed.)

Schedule B

JOHN HOUSTON MEMORIAL SWIMMING POOL

SCHEDULE OF FEES

Hire of pool outside public opening hours if Council provides an authorised supervisor.

2016/2017 Operational Plan

Schedule C

JOHN HOUSTON MEMORIAL SWIMMING POOL

APPLICATION FOR USE

(Note: This is not yet a 'booking' of the premises, written confirmation or otherwise of this application will be issued prior to any usage.)

All applicants to complete.

I/We request approval from Hay Shire Council to use the John Houston Memorial Pool on the following basis during the current swimming season for the following purpose:

Only complete this section if use proposed is outside normal opening hours.

We advise that one or more of the following persons shall be in attendance at all times during our use of the Pool and shall be responsible for supervision of water safety. Such person(s) is over eighteen (18) years of age and either individually or jointly have as minimum qualifications as Pool Lifeguard Certificate, Bronze Medallion in Life Saving, a Resuscitation Certificate and a standard First Aid Certificate.

(Note: Sufficient approved persons must be in attendance to ensure that each of these qualifications is represented at all times and to provide adequate level of supervision at all times.

All applicants to provide details of proposed usage.

If available, the pool is required, for our use during the following days and times:

I have read and agree with the Conditions of Use.

Hirer

Nominated Supervisor/s

Signed.....

Signed

On behalf of

Signed

Date

Signed.....

Office Use Only:-

	<i>Initial</i>	<i>Date</i>
Pool Supervisor	_____	___/___/___
Written Confirmation	_____	___/___/___