

# THE CAMPION SCHOOL

## Covid-19 Terms of Use for Swimming Pool Lettings

- Swimming pool hirers must ensure that they have a dedicated officer responsible for Covid-19 considerations, who is up to date with central and/or local government recommendations and who is aware of the rules and guidance set out by The Campion School.
- All hirers must ensure that their staff and clients check for symptoms of Covid-19 before coming to the school site and where an individual is symptomatic and/or living in a household with a possible Covid-19 infection, that they should remain at home and follow Government guidance. In addition, hirers must ensure that any staff or clients who have been asked to isolate by NHS Test and Trace do not come to the school site.
- Hirers must keep a register of all individuals (staff and clients) in attendance at each booked session in order to comply with Track and Trace requirements. This should include each individual's name, contact phone number, and dates and times they were present. Access to the facility will not be permitted if it is found that this requirement is not being met.
- All hirers must ensure that they have obtained written/e-mailed consent from each parent/carer to confirm that they are comfortable with the hirer's/club's Covid-19 planning before allowing a child or vulnerable adult to take part in an activity.
- All hirers must ensure that all parent/carers are aware of and have agreed to abide by the rules and requirements contained in this document before they come onto the school site.
- Hirers must ensure that their clients do not arrive too early, leave the site immediately after the activity has finished and do not wander around the school site at any time.
- Hirers must ensure that all activity is completed and the premises vacated within their allocated timeslot.
- All hirers must ensure that they are following the latest guidance from their respective governing bodies/organisations including (but not limited to) observing maximum permitted numbers, ratios and maintaining social distancing requirements during all activities.
- A maximum of 20 swimmers will be permitted in the pool at any one time.
- Hirers must ensure that all client cars are parked in the main car park at the front of the school. The main school playground should not be used.
- Hirers must ensure that movement is controlled during and between sessions by managing a 'One-Way' system, whereby all swimmers enter the pool area via the Main Entrance door and exit via the Fire Escape door. Clubs operating multiple sessions during their booked slot must ensure that each group of swimmers has left the building via the Fire Escape door before admitting the next group of swimmers via the Main Entrance.
- Hirers must control access to the building during and between sessions by ensuring that:
  - Participants are dropped off at the Main Entrance door and collected from the Fire Escape door in an orderly fashion so that appropriate social distancing is maintained
  - Parents/carers, siblings and/or other non-participating persons do not stay and watch sessions
  - Parents/carers, siblings and/or other non-participating persons either leave site and return at pick up time or return to wait in their cars in the designated car park. Gathering onsite in groups while waiting for sessions to finish is not permitted.
  - Parents/carers, siblings or other non-participating persons do not enter the building at any time other than in an emergency
  - Where an emergency should occur, any parents/carer, sibling (11+) or other non-participating person entering the building is wearing a face covering and adhering to current social distancing guidelines
- Clubs operating 'Learn to Swim' sessions for very young children, or where a safeguarding issue exists, should retain a list of emergency contact numbers for all participants and advise those parent/carers to wait on site in their cars so that they can be contacted quickly if required. Where this occurs (other than in an emergency) the hirer must bring the participant out of the building via the Fire Escape door to meet the parent/carer.
- There will be no access to changing facilities on site and changing is not permitted in toilets, the viewing gallery, corridors or any other internal area of the school. Hirers must ensure that all staff and clients arrive changed and ready for their session and leave immediately afterwards.

- Hirers should remind their clients that toilets should be used before leaving home. The allocated toilet facility in the swimming pool changing area is for emergency use by participants and instructors only. Where use of this facility is required by participants, hirers will be responsible for bringing them to and from the allocated toilet or if this is not possible, then hirers should return the participant to their parent/carer via the Fire Escape door to arrange alternative toilet facilities off site. Toilets will be disinfected prior and after hire however hirers must ensure that toilets are kept clean and tidy if used during their session.
- Wherever possible, hirers must ensure that their staff and clients avoid any unnecessary touching of surfaces on site, for example, gates, walls, fences, doors etc.
  - All equipment must be supplied by the hirer and must either be removed from the site or returned to allocated storage areas immediately after each session. The sharing of equipment should be avoided where possible.
  - Hirers must provide their own any hygiene products such as hand sanitiser and first aid kits.
- Hirers should be aware that fewer sessions than normal may be available as lesson times will be staggered to avoid classes starting and finishing at the same time and to allow cleaning to take place between sessions. This may affect the times we are able to offer.
  - Hirers in breach of any of our Covid-19 Terms of Use may be asked to leave the facility without recompense.
  - Hirers choosing to run activities are doing so at their own risk and must assume full responsibility for any injury or illness to themselves, their staff and their clients, thereby releasing and discharging The Campion School from any and all claims or causes of action, known or unknown.

**Please sign the declaration below and send it, along with your 20-21 Booking Form, Safeguarding Form and evidence of valid Public Liability/Third Party Indemnity Insurance cover (up to £5,000,000) to [lettings@thecampionschool.org](mailto:lettings@thecampionschool.org)**

**Covid-19 Terms of Use:**

I confirm that the dedicated officer responsible for Covid-19 considerations at this club/organisation is:

Print Name: \_\_\_\_\_ Contact No: \_\_\_\_\_

I confirm that I have read and understood this terms of usage document and that the club/organisation I represent and its clients have agreed to abide by it.

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_

On behalf of (Club / Organisation): \_\_\_\_\_ Date: \_\_\_\_\_

***Please retain a copy of this document for your own reference.***