This policy applies to all open water swimming at ARDINGLY RESERVOIR. It aims to assist members in swimming at the reservoir. **IT IS IMPORTANT TO NOTE that the club does not accept any responsibility of any kind for any accident, injury, loss or damage arising out of members swimming at the reservoir. Open water swimming is inherently dangerous. Members swim at their own risk. The following policy seeks to put in place steps to assist members with safety while swimming at the reservoir but these cannot be taken as being any assumption of responsibility.**

A full description of the Ardingly Reservoir is available at <http://www.ardinglyactivitycentre.co.uk/>

##### Contact details for site mangers

Mr Chris Kinsman (Manager)

Ardingly Resevoir

Ardingly

Sussex

RH17 6SQ

*Telephone:* 01444 892 549

##### Access arrangements for club

##### The reservoir sits at the end of ARDINGLY ROAD. It runs off of COLLEGE ROAD. There are no vehicle height restrictions on the approach road but there are a number of speed ramps (sleeping policemen).

##### Risk Assessment

The risk assessment for ARDINGLY RESERVOIR is attached at Appendix 2. Please ensure that you read it.

You should be aware that the reservoir is routinely used for a variety of activities, including:

* Sailing
* Wind-surfing
* Canoeing, some of whom are children under tuition
* People learning water skills, including rafting

There are numerous other land-based activities in and around the lake including excellent opportunities for running and walking on the adjacent public footpaths and bridleways. Indeed, the reservoir is a commonly used picnic and recreational facility.

You must be aware of land-based activity as you approach and leave the water.

The **average water temperature** between May and September is (to be confirmed)

The **quality of the water** is generally good. The water authority will inform us if there is any change. A visual check must be made for blue-green algae at the start of each session.

#### NORMAL OPERATING POLICY

#### Individual responsibility

This policy presumes that all club members participating in swim sessions at ARDINGLY RESERVOIR:

* Recognise the inherent risks associated with open water swimming
* Assume individual responsibility for their actions while at the session and, in particular, while in the water.
* Do not swim other than during the approved times and within the approved swimming area. This initially means between 0830-1000 each Saturday morning and at the club Olympic and Middle distance events.
* Each person MUST, before entering the water, have:
* Read the attached risk assessment for swimming at the reservoir
* Signed the indemnity form
* Completed the pre-swim entry in the session register. This includes the person’s name, address, an emergency contact telephone number and information about any medical condition
* (in the case of those with medical conditions) Spoken in person to the safety coordinator/session leader and provided all relevant information about that medical condition, and the type and whereabouts of any medication. Please note that the club, it officers or agents cannot be presumed to be responsible for administering or providing any medication: see the Emergency Action Plan (EAP) at Appendix 3 below
* Comply with any directions given by the safety coordinator/session leader
* While swimming, each person MUST:
* Wear a wet suit
* Swim within the designated areas and always parallel to the bank in a anti-clockwise direction
* Swim within his/her ability
* Swim with at least one other person – as a buddy – for the duration of the swim session
* Wear the official club red coloured swim hat

If a swimmer gets into difficulty while swimming in open water, she/he should immediately inform her/his swim buddy. Wherever possible that person should, roll on to her/his back, raise her/his arms in the air and, together with her/his swim buddy, shout for assistance.

#### The Club Safety Coordinator

The club safety coordinator will act as a co-ordinator to facilitate members’ swimming. **Please remember that all club members swim at their own risk**. **There can be no assumption of responsibility by the club or the safety-co-coordinator of any responsibility for swimmers**.

The safety co-ordinator will:

* Advise whether it is safe to conduct the session, taking into account the weather, water conditions and other use of the water.
* Remind members of the need to complete the pre-swim entry in the session register. This includes the person’s name, address, an emergency contact telephone number and information about any medical condition

**Note:** It is the responsibility of those with medical conditions to speak to the safety coordinator/session leader before entering the water and provided her/him with all relevant information about that medical condition, and the type and whereabouts of any medication. Individual members remain responsible for administering their medication.

* Have possession of the club’s first aid kit, torpedo buoy(s) and sleeve, emergency whistle, binoculars and a mobile telephone
* Act, throughout the session, as a ‘spotter’, scanning the water for any swimmer who is in difficulty or needs assistance
* Initially coordinate the efforts to provide assistance to any swimmer who needs assistance bearing in mind the advice within the club’s Emergency Action Plans (EAP) as set out at Appendix 3 below
* Ensure that an incident report is completed in the event of an incident

#### EMERGENCY ACTION PLAN

**Appendix 3** contains the EAP. This includes information relating to specific medical conditions including: drowning, heart attack, stroke, diabetes, asthma and anaphylaxis