## Pool Self-Inspection Checklist

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| --- | --- |
| **Facility Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Staff Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  | Yes | No | N/A |
| --- | --- | --- | --- |
| Notification |
| Written notification is provided to the local health unit at least 14 days before re-opening following a closure of more than four weeks.  | [ ]  | [ ]  | [ ]  |
| Writing notification containing building permit number for construction and/or alteration is provided to local health unit at least 14 days before opening, and written permission to open is received from local health unit. | [ ]  | [ ]  | [ ]  |
| Maintenance |
| All equipment is maintained in working order. | [ ]  | [ ]  | [ ]  |
| Facility is ventilated to remove odours. | [ ]  | [ ]  | [ ]  |
| Pool surfaces are white or light in colour. | [ ]  | [ ]  | [ ]  |
| All parts of the pool are maintained in a safe condition to prevent injury. | [ ]  | [ ]  | [ ]  |
| Outside of operating hours, pools are inaccessible except to persons involved with operation, inspection or maintenance. | [ ]  | [ ]  | [ ]  |
| A water meter is available to register the volume of make-up water added each day.  | [ ]  | [ ]  | [ ]  |
| A flow meter is available, and the turnover rate is met (i.e.: Class A Pools built after April 30, 1974, move water through the filtration and disinfection equipment at least 4 times per day. Class A Pools built before May 1, 1974, and all Class B Pools move water through filtration and disinfection equipment at least 3 times per day).  | [ ]  | [ ]  | [ ]  |
| Lighting is operational, properly installed and in good repair to ensure visibility of the black disc (pools) or black markings (modified pools).  | [ ]  | [ ]  | [ ]  |
| Exposed piping is clearly identified by colour coded bands. Chlorine piping is identified with yellow bands and potable water piping is marked with green bands. | [ ]  | [ ]  | [ ]  |
| Ramp barrier separates the pool deck or walkway from the pool ramp. | [ ]  | [ ]  | [ ]  |
| Operation |
| Circulation system and the chemical feeder are in continuous operation except for necessary stoppage (i.e.: maintenance, draining, repairs, backwashing of filters or closing for seven consecutive days or more). | [ ]  | [ ]  | [ ]  |
| All chemicals are stored and handled in a safe manner. | [ ]  | [ ]  | [ ]  |
| A water test kit is available and used according to manufacturer directions. | [ ]  | [ ]  | [ ]  |
| Manual water tests are completed, and results are recorded 30 minutes prior to opening, and then every 4 hours when an automatic sensing device is present OR every 2 hours when there is no automatic sensing device.  | [ ]  | [ ]  | [ ]  |
| Facility is kept clean, in a manner to prevent possible injury (including walls and deck surfaces), and perimeter drain of the pool is kept free of debris. | [ ]  | [ ]  | [ ]  |
| Dressing/locker rooms, water closets and showers are available for use before swimmers enter the pool deck. | [ ]  | [ ]  | [ ]  |
| Food and beverages are not permitted on the deck. Only water is permitted on the deck.  | [ ]  | [ ]  | [ ]  |
| Towels and bathing apparel are laundered, disinfected and stored in a clean manner when provided. | [ ]  | [ ]  | [ ]  |
| Total number of swimmers allowed on the deck and in the pool does not exceed the maximum bather load.  | [ ]  | [ ]  | [ ]  |
| Hot water pool is equipped with a water heater tamper-proof upper limit cut-off switch separate from the water temperature thermostat that limits water temperature to 40 degrees Celsius, and a clock that can be viewed anywhere from the pool. | [ ]  | [ ]  | [ ]  |
| Cold plunge pool has a clock that can be viewed anywhere from the pool, non-slip deck and handrails for entry and exit. | [ ]  | [ ]  | [ ]  |
| Records |
| Daily records are maintained for estimated number of swimmers, make-up water meter reading, emergencies and rescues, equipment breakdowns, time/day of phone tests, safety equipment inspections, manual water tests, and type and amount of chemicals added manually. | [ ]  | [ ]  | [ ]  |
| Weekly records are maintained for cyanuric stabilization tests. | [ ]  | [ ]  | [ ]  |
| Monthly records are maintained for inspections of gravity and suction outlet covers, vacuum release mechanism tests, emergency stop button tests, and ground current leakage detecting and de-energizing device tests.  | [ ]  | [ ]  | [ ]  |
| Written record of all inspections are signed by the person that completed the inspection, maintained for one year and available for viewing by public health inspector. | [ ]  | [ ]  | [ ]  |
| Other documentation requested by public health inspector specific to your facility is maintained with record logs (confirmation on anti-entrapment drain covers, decommissioned main drains, pools design, disconnected underwater lights, etc.). | [ ]  | [ ]  | [ ]  |
| Safety |
| Emergency telephone is provided, accessible and tested each day before opening by calling into or out from the phone. | [ ]  | [ ]  | [ ]  |
| Emergency stop button deactivates all pumps used in the operation and activates audible and visual signals (for pools built before 2018 and pools retrofitted with emergency stop buttons).  | [ ]  | [ ]  | [ ]  |
| Written emergency and operational procedures are available, and all lifeguards are trained in these procedures. | [ ]  | [ ]  | [ ]  |
| Anti-entrapment drain cover is provided. Pools are closed when drain covers are loose, cracked or missing. | [ ]  | [ ]  | [ ]  |
| Anti-entrapment device is installed or there is an anti-entrapment design (i.e.: unblockable drain, multiple main drains 3 feet apart, gravity drain system). | [ ]  | [ ]  | [ ]  |
| Safety equipment is available and in good repair (electrically insulated or non-conducting reaching pole, two buoyant throwing aids with a securely attached six millimetre diameter rope one-half the width of the pool plus three metres, spinal board or device designed for lifting a person, first aid kit with the required supplies, and class B pools with a slope greater than 8% have a buoy line securely attached). | [ ]  | [ ]  | [ ]  |
| Diving board or diving platform has a non-slip surface. Diving platform greater than 3 metres above the water has a gate that is locked when not in use. A barrier or double safety lines with buoys are securely in place when diving platform is in use and the pool is not solely used for diving.  | [ ]  | [ ]  | [ ]  |
| Water Clarity and Chemistry |
| Water clarity is satisfactory and black disc on a white background is permanently affixed to the bottom of the pool at the deepest point, is in good condition and clearly visible from the pool deck. | [ ]  | [ ]  | [ ]  |
| All bathers are directed to leave the pool and remain out of the water when the required visibility standard is not met. | [ ]  | [ ]  | [ ]  |
| Water is maintained free from contamination and visible matter. | [ ]  | [ ]  | [ ]  |
| Pool water chemistry is maintained within the set ranges (total alkalinity 60 ppm to 180ppm, pH 7.2 to 7.8, free available chlorine 0.5 ppm to 10 ppm, stabilized free available chlorine 1 ppm to 10 ppm, bromine 2ppm to 8 ppm cold plunge/floatation/hot water pool free available chlorine 5ppm to 10 ppm, hot water pool bromine 5 ppm to 10 ppm, oxidation reduction potential value 600 mV to 900 mV). | [ ]  | [ ]  | [ ]  |
| Cyanuric stabilization is only used in outdoor pools and does not exceed 60ppm. | [ ]  | [ ]  | [ ]  |
|  Floatation pool has an appropriately sized UV light with an automatic shut-off device or an audible and visual alarm. | [ ]  | [ ]  | [ ]  |
| Supervision |
| Class A Pool is equipped with required lifeguard control station(s) securely positioned at the side of the pool while in use and at least 1.80m above the water surface as per *O. Reg 565* [Section 20 (4) (7](https://www.ontario.ca/laws/regulation/900565#BK22)). | [ ]  | [ ]  | [ ]  |
| The required number of trained lifeguards are on the pool deck during operating hours, and the number of assistant lifeguards do not exceed the number of lifeguards as prescribed under *O. Reg 565* [Section 17](https://www.ontario.ca/laws/regulation/900565#BK17).  | [ ]  | [ ]  | [ ]  |
| Class A Pool has admission standards to ensure children under 10 are supervised that include a swimming competency test and a method of communicating requirements to swimmers.  | [ ]  | [ ]  | [ ]  |
| Unsupervised Class B Pools have a caution notice posted in a visible location within the pool enclosure indicating the pool is unsupervised.  | [ ]  | [ ]  | [ ]  |
| Signs and Markings |
| Notices and caution sings are posted:* At the emergency stop button stating in event of emergency push emergency stop button and use emergency phone. Audible and visual signal will activate.
* At the emergency phone listing name and address of pool and telephone numbers for emergency services.
* At entrance to each shower area used by bathers and the entrance to the pool deck indicating the shower requirements.
* Within 180 meters of the pool edge a notice restricting spectators from walking on the pool deck (when there is spectator seating next to the pool deck).
* At removable barriers that separate the deck from the ramp walkway, for submerged ramps used to access the water, stating bathers not allowed beyond this point.
* At removable barriers for ramps, that are not submerged and used to access the water, stating unsupervised bathers not allowed beyond this point.
* Depth markings displayed where water exceeds 2, 500mm, and where there is a break between gentle and steep bottom slopes and shallow points stating DEEP AREA and SHALLOW AREA.
* At hot water pools using wording outlined under O. Reg 565 [Section 19.2](https://www.ontario.ca/laws/regulation/900565#BK22).
* At cold plunge pools using wording outlined under O. Reg 565 [Section 26.0.1](https://www.ontario.ca/laws/regulation/900565#BK31).
 | [ ]  | [ ]  | [ ]  |
| Two health signs are posted stating: * No person infected with a communicable disease or having open sores on their body shall enter the pool.
* No person shall bring a glass container onto the deck or into the pool.
* No person shall pollute the water in the pool in any manner and that spitting, spouting of water and blowing the nose in the pool or on the deck are prohibited.
* No person shall engage in boisterous play in or around the pool.
* The maximum number of swimmers allowed on the pool deck and in the pool at any time.
* The location of a telephone that is available for emergency use.
* Any other information or photos that the owner or operator determines is necessary to maintain the health and safety of the persons using the pool.
 | [ ]  | [ ]  | [ ]  |
| Diving warning signs are provided at: * Pools with water depth of 2.50 metres or less stating CAUTION – AVOID DEEP DIVES or the words SHALLOW WATER — NO DIVING.
* Pools with ramps stating CAUTION - NO DIVING and located in a conspicuous location on each wall of fence.
* Class B Pools equipped with diving boards that are 600 millimetres or less above the water and less than 9 metres from any point with a water depth of at least 1.35 metres stating DANGER – AVOID DEEP OR LONG DIVES and the signs are clearly displayed.
 | [ ]  | [ ]  | [ ]  |
| Designated Operator and Training |
| There is a designated operator trained in operation, maintenance, filtration system, water chemistry and relevant safety and emergency procedures and their name has been shared with the health unit.  | [ ]  | [ ]  | [ ]  |
| Notes: |
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**Resources:**

[SMDHU Recreational Facility Operators Webpage](https://www.simcoemuskokahealth.org/HealthUnit/Workplaces/Businesses/PoolAndSpaOperators)

[SMDHU Public Pool, Spa and Class C Facilities Operator’s Manual](https://www.simcoemuskokahealth.org/docs/default-source/jfy-businesses/18-06127-spa-operator%27s-manual-class-c---may2019smdhu.pdf?sfvrsn=0)

[Ontario Regulation 565: Public Pools](https://www.ontario.ca/laws/regulation/900565#top)