## Pool Self-Inspection Checklist

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

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| --- | --- | --- | --- |
|  | 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, and in a manner to prevent possible injury (including walls and deck surfaces). | [ ]  | [ ]  | [ ]  |
| 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.  | [ ]  | [ ]  | [ ]  |
| Perimeter drain of the pool is kept free of debris. | [ ]  | [ ]  | [ ]  |
| 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. | [ ]  | [ ]  | [ ]  |
| 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 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.  | [ ]  | [ ]  | [ ]  |
| Diving board or diving platform has a non-slip surface. | [ ]  | [ ]  | [ ]  |
| Water Clarity and Chemistry |
| Water Clarity is satisfactory and black disc on a white background is 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. | [ ]  | [ ]  | [ ]  |
| A black disc on a white background affixed to the bottom of the pool at the deepest point and is in good condition.  | [ ]  | [ ]  | [ ]  |
| Water is maintained free from contamination and visible matter. | [ ]  | [ ]  | [ ]  |
| Pool water chemistry is maintained within the set ranges (total alkalinity 80 ppm to 120ppm, pH 7.2 to 7.8, free available chlorine 0.5 ppm to 10 ppm, bromine 2ppm to 4 ppm, stabilized free available chlorine 1 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. | [ ]  | [ ]  | [ ]  |
| 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 SALLOW AREA.
 | [ ]  | [ ]  | [ ]  |
| 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)