

Chicago Public Schools Policy Manual

Title: AQUATIC ACTIVITY SAFETY

Section: 604.6

Board Report: 04-0324-PO2

Date Adopted: March 24, 2004

Policy:

THE CHIEF EXECUTIVE OFFICER RECOMMENDS:

That the Chicago Board of Education adopt the following policy on Aquatic Activity Safety.

PURPOSE:

All high schools and several elementary and middle schools have swimming pools and offer instruction in swimming and diving. In addition, these schools also may offer extracurricular aquatic activities, including swimming and diving teams, scuba-diving clubs, and swim parties. This policy will promote safety for students, staff, and community members by requiring appropriate staffing and appropriate water safety equipment at these pools while any aquatic activities are being conducted, and requiring all persons involved in the instruction, supervision, and coaching of such activities to be certified water safety instructors.

POLICY TEXT:

I. AQUATIC ACTIVITIES AT POOLS OR OTHER WATER FACILITIES OWNED, OPERATED, OR USED BY THE CHICAGO PUBLIC SCHOOLS

This policy applies to all aquatic activities. "Aquatic activities" include swimming, wading, diving, water polo, and any other curricular and extracurricular Chicago Public Schools' ("CPS") activity conducted in or at any pool, beach, lake, or other water facility owned, leased, or used by the Board of Education of the City of Chicago, including those used by CPS students during approved out-of-town trips.

This policy is intended to create guidelines for the CPS' use of pools. Nothing in this policy is intended or shall be construed to create a private right of action against the Board or any of its employees. No part of this policy shall be construed to create contractual or other rights or expectations. Nothing in this policy shall be construed to conflict with the Board's Policy on Student Travel (Board Report 03-0527-P001).

In the event that any person is harmed or injured while participating in an aquatic activity, CPS personnel should follow the Board's emergency procedures and management plan. All aquatic activities accidents involving any person should be reported to Risk Management within 24 hours at (773) 553-3312.

Any employee who violates this policy will be subject to disciplinary action including discharge.

A. LIFEGUARDS

A lifeguard must be present whenever a CPS pool is in use. Exceptions to this rule must be approved by the Department of Sports Administration ("DSA") and Risk Management. Lifeguards must be present for all CPS-sponsored activities, including any time a pool is used for swimming instruction. Pursuant to the Illinois Administrative Code, 77 Ill Adm. Code 820.300, the minimum number of lifeguards that shall be on duty will be one lifeguard per 100 bathers, or 2,000 square feet of water surface area, whichever will result in the lesser number. Lifeguards shall have the authority to order any person who does not comply with the Rules of the Illinois Department of Public Health or those of the Board to leave the pool.

The following provisions shall pertain to lifeguards working at CPS pool facilities:

1. All lifeguards must possess a current lifeguard's certificate or license, issued by the American Red Cross, the National Pool and Water Park Training Program, the YMCA, or other entity acceptable to the Illinois Department of Public Health, a copy of which certificate or license must be available for inspection in or near the pool area; and
2. All lifeguards must wear swimming attire approved by DSA and be identified as a lifeguard at all times while on duty; and
3. No lifeguard, while assigned to supervise the pool, may be used as a teacher, teacher's aide, coach, or assistant coach, or have any additional duties that would distract their attention from proper observation of the pool area.
4. Renewal of Lifeguard Certificates or Licenses

Principals shall notify DSA any time they hire a lifeguard to work at their school. All CPS lifeguards must provide to DSA a copy of their certificate or license. DSA shall maintain a copy of every lifeguard's certificate or license, and annually review the certificates and licenses on file. Sixty days before a lifeguard's certificate or license will expire, DSA shall instruct the lifeguard to obtain a renewal of the certificate or license, and shall notify the principal of the school to which the lifeguard is assigned of the date by which the lifeguard's certificate or license must be renewed to continue working. Principals shall both inform lifeguards of the need to renew their certificate or license and determine that these renewals have taken place.

B. AQUATIC ACTIVITIES TEACHERS, COACHES AND SUPERVISORS

1. Every person who teaches (or assists in teaching), coaches (or assists in coaching), or supervises students participating in any aquatic activity ("aquatic activity supervisor") must possess a current water safety instructor's certificate or license, issued by the American Red Cross, the National Pool and Water Park Lifeguard Training Program, the YMCA, or an equivalent approved by DSA. No one who does not have a current water safety instructor's certificate may teach, coach or supervise any aquatic sports activity.
2. The principal of a school that engages in any aquatic activity shall be responsible for obtaining a copy of the water safety instructor's certificate or license, and must provide a copy of each aquatic activity supervisor's certificate or license to DSA, before allowing the aquatic activity supervisor to teach, coach, supervise, or assist in teaching, coaching, or supervising, any aquatic sports activity.
3. DSA shall maintain a copy of every aquatic activity supervisor's water safety instructor's certificate or license, and annually review the certificates and licenses on file. Before an aquatic activity supervisor's water safety instructor's certificate or license expires, DSA shall instruct the aquatic activity supervisor to obtain a renewal of his or her water safety instructor's certificate or license, and shall notify the principal of the school of the date by which the aquatic activity supervisor's water safety instructor's certificate or license must be renewed to continue working.

C. WATER SAFETY EQUIPMENT

Aquatic activities shall not be conducted at any pool, owned, leased, or used by the Board in Illinois, unless safety equipment complying with the Illinois Department of Public Health's Rules on Swimming Pools [77 Ill. Adm. Code 820.310] is readily available for emergency use at all times the pool is open for use. This includes, at a minimum:

1. Rescue Equipment

- a. U.S. Coast Guard-approved ring buoy with an attached throw rope with a length at least equal to the maximum width of the pool or 50 feet, whichever is less. One such buoy must be provided for every 2000 square feet of water surface area.
- b. A life hook or shephard's crook at least 12 feet in length.

2. First Aid Kit

One or more first aid kits, each containing:

- a. 2 – 3" Bandage Compresses;
- b. 2 – Eye Dressing Packages;
- c. 1 – Scissors;
- d. 1 – Tweezers;
- e. 1 – 1" Adhesive Tape roll;
- f. 1 – Box Adhesive Bandage Strips of Various Sizes, Antiseptic;
- g. 2 – Pairs of Latex Gloves;
- h. 1 – CPR Barrier Shield.

Items in the first aid kit that have a shelf-life must be kept current.

3. Emergency Telephone and Emergency Contact List

- a. A telephone must be accessible in the vicinity of the pool, in or within 300 feet of the pool enclosure.
- b. At a multi-level facility, the emergency phone must be located within three levels of the level on which the pool is located.
- c. "911" and other emergency telephone numbers must be posted in a conspicuous place near the telephone, and the name, address and telephone number of the pool must be listed by the telephone. If the telephone is not located within the pool enclosure, the location of the emergency telephone shall be posted in the swimming pool area.

4. Lifeguard Stations

Lifeguard stations must be located so as to provide a clear unobstructed view of the pool area under surveillance.

5. Buoyed Safety Ropes

The buoyed safety rope with colored buoys required by the Illinois Department of Public Health's Rules [77 Ill. Adm. Code 820.200(g)] should be deployed whenever the pool is open for use unless buoyed safety-rope lane-markers are in place.

6. Posted Pool Rules

DSA shall promulgate rules governing the use of pools, consistent with the Illinois Department of Public Health's Rules. These rules must be posted in the pool area at all times the pool is in use.

7. Review of Pool Safety Equipment Rules

DSA shall review annually the Illinois Department of Public Health's Rules governing pool safety equipment and promptly recommend appropriate changes in this policy whenever those Rules change.

II. STUDENT TRAVEL AND AQUATIC ACTIVITIES

No aquatic activities may be conducted at **any** out-of-town pool or other water facility **unless** the pool or other water facility is properly licensed, a currently certified lifeguard(s) whose only responsibility shall be to lifeguard swimmers is on duty, and a CPS-affiliated adult supervisor is present at the pool or other water facility.

III. COMPLIANCE

All schools with pools shall operate and maintain their facility in compliance with the applicable provisions of 77 Ill. Adm. Code Section 820. Schools shall be responsible for yearly maintenance expenses associated with their pool facilities. These expenses shall include the purchasing and repair of required water safety equipment.

EDUCATIONAL

REVIEW:

This policy was prepared jointly by the Departments of Sports Administration, Operations, Risk Management, and Law.

Amends/Rescinds: Adopted 04-0324-PO2

Cross References:

Legal References: 210 ILCS 125/1 *et seq.*; 77 Ill. Adm. Code 820 *et seq.*