



WATERBURY PUBLIC SCHOOLS

DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION

Joseph R. Gorman – Supervisor (203) 574-8051 email: jgorman@waterbury.k12.ct.us

Speaker Bio

Joseph R. Gorman

- District Supervisor of Health and Physical Education from 2004 to present
- 31 years' experience in Public and Private Education
- Ex-officio district-wide School Security Coordinator
- Certified American Red Cross Instructor – First Aid, Adult/Child/Infant Cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) management.
- Director – Waterbury defibrillator access project
- Member – American Alliance for Health, Physical Education, Recreation and Dance (AAHPERD)
- Member – Connecticut Alliance for Health, Physical Education Recreation and Dance (CTAHPERD)
- Executive Council Member – Connecticut Association of Administrators of Health and Physical Education (CAAPHE)
- Chairman – Waterbury Interdepartmental Health Committee
- Chairman – Waterbury Interdepartmental Wellness Committee
- Project Director – Federal Emergency Response and Crisis Management Grant
- Project Director – Connecticut Department of Emergency Management and Homeland Security School Security Upgrade Grant
- Member – Waterbury Local Emergency Preparedness Council (LEPC)
- Curriculum Coordinator for all PK-12 instruction in Health and Physical Education
- Chairman – Mayor's Task Force Against Substance Abuse – Central Naugatuck Valley Regional Action Council
- 11 years of High School and Middle School coaching experience
- B.S. in Physical Education, University Dayton, Middle School in School Health Education, SCSU, 6th year diploma in Educational Leadership, SCSU
- Project Director – Multiple U.S. DOE Safe and Drug Free Schools Grant Projects
- District Coordinator for Interscholastic Athletics
- Member – School Climate and Safety Committee
- CT BEST Mentor (Beginning Educator Support and Training)
- CT TEAM Master Mentor
- District Teacher and Administrator Evaluation Reform Committee
- Waterbury Health, Physical Education and Wellness Professional Development Coordinator

David W. Sidella
632 Bucks Hill Rd.
Waterbury, Ct. 06704
dsidella@waterbury.k12.ct.us

My name is Dave Sidella and I would like to offer my thoughts, suggestions, input, and recommendations, based on my experiences, of how we can make our pools safer for our students. The following list consists of my experiences in and around water and have all contributed to my feelings and/or beliefs about the subject of water safety. As you will see, I have been on a pool deck and/or waterfront for the past 40 years with no interruption. During this time I have gained valuable experience and consider myself somewhat of an "expert" on the subject of water safety. My experiences through diving, coaching, as a waterfront director, lifeguarding and teaching swimming classes for the past 32 years in public schools, would be a valuable asset in preventing any future tragedies. My life has revolved around water, and after 40 years in and around the pool, I feel this is the perfect opportunity to "give back" and I am honored to do so. Now is the time to put specific safety standards in place that will safeguard our children. Let's not wait for another tragedy to occur.

Lifeguard Experience

Waterbury Board of Education, Wallace Middle School (WMS). Waterbury, CT.		
Physical Education Instructor.		1980 - Present.
Waterbury After School and Summer School Programs.		2002 - Present
Camp Layton Rose, Bantam, Ct.	Waterfront Director	1985 - 1990
Camp Laurelwood. Madison, Ct.	Waterfront Director	1978 - 1985
Southern Ct. St. College. New Haven, CT.	Lifeguard	1976 - 1980
The Sand Dunes Club. Woodbury, CT.	Lifeguard	1974 - 1976

Coaching Experience

Wesleyan University, Middletown, CT.	Volunteer Coach	1980 - 1995
Pomperaug High School, Southbury, CT.	Diving Coach	1995 - 2002
Naugatuck High School, Naugatuck, CT.	Diving Coach	1980 - 1995
Naugatuck Swim Club, Naugatuck, CT.	Swim Coach	1984 - 1986
Wallace Middle School, Waterbury, CT.	Swim Coach	1982 - 1984
Crosby High School, Waterbury, CT.	Diving Coach	1980 - 1982

Swimming / Diving Achievements

Olympic Diving Trials Qualifier	1980
National Division II Runner - Up	1980
Four-Time Diving All-American, (SCSU)	1975 - 1980
Four-Time New England Diving Champion, (SCSU)	1975 - 1980



WATERBURY PUBLIC SCHOOLS

DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION

Joseph R. Gorman – Supervisor (203) 574-8051 email: jgorman@waterbury.k12.ct.us

My name is Joe Gorman. I am the District Supervisor of Health and Physical Education for the City of Waterbury. Joining me today is Mr. David Sidella, an accomplished lifelong Physical Educator from Wallace Middle School.

Mr. Sidella and I were honored to accept Representative Berger's invitation to share our views with you regarding Proposed Bill No. 5113 that seeks to amend Title 10 of the General Statutes and establish a uniform state-wide policy for Pool Safety in public schools.

It is an indisputable fact that the tragic events in East Hartford and Manchester hit the Connecticut Health and Physical Education community 'close to home.' Those events challenged us as professional learning communities to have rich and substantive discussions around critically re-examining everything that we do. They compelled us to collectively renew our long-standing commitment to ensure that children enjoy safe learning environments at all times in all of our instructional areas.

We applaud you Mr. Chairman for introducing this bill to proactively advance the safety and welfare of our students, and thank Representatives Rojas and Nicastro for their co-sponsorship; this is critically important work that you are doing.

While we commend your efforts to establish uniformity among districts, we feel a professional responsibility to offer information that we hope you will consider when deliberating which provisions should, or should not appear in uniform policy. In order to create a truly proactive outcome, the policy that this committee puts forth must not exceed districts' abilities to comply.

Given the economic landscape in which we currently operate, that is no easy task.

For example, we are aware of one recommendation that would require all Physical Education teachers to secure and maintain Water Safety Instructor certification. In our district of Waterbury, such a mandate would cost our department \$45,500 in initial course fees and teacher stipends. In order to certify 24 High School and Middle School teachers. In contrast, we currently maintain ARC standard lifeguard certifications with a bi-annual budget appropriation of approximately \$1,500.

We are also aware of a separate recommendation to establish 15 to 1 maximum student-to- teacher ratios. This would require hiring non-certified staff to serve as lifeguards while teachers instruct in the pool. Even at a hardly lucrative rate of \$10.00 per hour, the projected cost of four (4) such assistant lifeguards in Waterbury would exceed \$82,500 per year. That calculation assumes hiring 35-hour per week positions for a ten-month work year.

The collective concern of many of my colleagues in the Physical Education community is that if these and other such recommendations become uniform policy, districts may be compelled to abandon aquatics instruction altogether in order to balance strained budgets and/or practice simple avoidance of perceived potential liabilities. Logistically, park and recreational organizations are not presently equipped to fill that void, and we fear that such a scenario would leave thousands of students needlessly at risk.

Collectively, Mr. Sidella and I bring to you over 30 years of personal experience in Health and Physical Education instructional environments. We have literally taught tens of thousands of children how to swim and how to remain safe in and around water. We have trained thousands more how to perform rescues that help others survive life-threatening aquatic events. Hundreds of our Health and PE colleagues throughout our great state have similarly protected our children from potential harm as a direct result of the high-quality swim instruction provided in their schools.

In relying upon that experience, we respectfully submit the following talking points:

- Water Safety Instructor certification, while certainly valuable and desirable, is not required to conduct safe aquatic instruction by trained physical education professionals. In my professional opinion, standard lifeguard certification is a far more appropriate and cost-effective fit for school aquatic programs.
- 15 to 1 ratios are untenable, unnecessary and unsustainably costly to ensure safety in properly structured and actively supervised educational pool settings.

Representative Berger has supplied you with copies of the current aquatic safety policy and standard operating procedures for the Waterbury Public Schools. As primary architects of those documents, we are proud to offer them to you for consideration as a proven, suitably flexible and cost-efficient model for the uniform policy you seek to generate.

Thank you for your consideration. At this time, we will gladly entertain your questions.

Instruction

Policy

Aquatics Safety

Pre-Assessment and Identification of Students

- 1) Any medical exclusion from swimming received by the School Nurse from a physician will be communicated promptly to the Health and Physical Education staff.
- 2) No student is ever allowed to swim or enter the water for any reason until a certified lifeguard is present to provide supervision.
- 3) All students must be pre-assessed for swim skills before participation in the water
 - a. Require successful completion of swim tests of all students to enter water that is deeper than their armpits
- 4) Teachers will document the swim test results of each student and place in student's file.
- 5) All tested students will be clearly marked with one of three colored bracelets so they are easily identifiable while in the water:
 - a. Red bracelet – Beginner level – restricted to shallowest region of pool within reach of side wall – these are the students at greatest risk
 - b. Yellow bracelet - Intermediate level – restricted to shallow end of pool extending to within 3 yard zone prior to reaching the safety rope.
 - c. Green bracelet –Advanced level – allowed to swim in deep water with supervision and assists other students in the shallow end of the pool.

Lifeguard Staff

- 1) The Health and Physical Education teacher/instructors are ultimately responsible for maintaining their own current certifications in the following:
 - a. American Red Cross Lifeguard or equivalent
 - b. Professional Rescuer CPR/AED or equivalent
 - c. Professional Rescuer First Aid or equivalent
 - d. American Red Cross AED Management Certification or equivalent
- 2) The Supervisor of Health and Physical Education will facilitate staff professional development opportunities for all certified staff who instruct in Waterbury Public school aquatic environments to maintain their certifications to the greatest extent possible.
- 3) All Lifeguards/Teachers will maintain minimum strength and lifting requirements equivalent to Red Cross standards in order to perform certification requirements when teaching in the pool.
 - a. Staff are responsible to immediately notify their principal and Supervisor if/when they are experiencing any impairment of their physical ability to meet these requirements, even if only temporarily.
- 4) Teachers instructing in the pools will conduct daily, ongoing safety inspections to be tracked on a daily log checklist that includes, but is not limited to:
 - a. Rescue and safety equipment
 - b. Deck and facility equipment
 - c. Applicable emergency alarm systems

- 5) In the event that an inspection reveals issue(s) that pose an immediate threat to student safety, the inspecting teacher must restrict student access to the area and report the issue promptly in writing to the school principal for inclusion on his/her building report for referral to the Inspector of School Buildings office.
- 6) Building principals will be responsible to review the pool logs monthly.
- 7) In the event that an aquatics teacher/instructor is, for any reason, determined as unfit or unable to meet the basic physical requirements to perform water rescues as needed, said teacher/instructor may not be regarded as a viable lifeguard for supervision purposes, and may be subject to temporary and/or permanent re-assignment at the discretion of the Supervisor of Health and Physical Education.

Document Retention

The Supervisor of Health and Physical Education will keep on file copies of all current staff certifications and trainings required for lifeguarding, including the following:

- CPR/AED for the Professional Rescuer
- First aid
- Lifeguarding
- Staff orientation and training information
- In-Service training records
- Accident/incident reports pertaining to aquatics rescues

Hiring Practices for Secondary Physical Education Teachers Serving as Lifeguards

In addition to existing screening of potential candidates for all other Health and Physical Education teaching positions, the Supervisor of Health and Physical Education reserves the right to require the following if any candidate is not currently lifeguard certified:

- Physical testing including successful completion of the student swim test skills battery, distance swimming, strength and lifting and treading water requirements using the American Red Cross Lifeguard Certification standards
- Hire conditionally or postpone appointment with stipulation to acquire all six (6) aquatics certifications required (First Aid, Adult/Child/Infant CPR, AED for the Professional Rescuer and Lifeguarding) within a specified period of time

Lifeguard Readiness

- 1) All Health and Physical Education teachers instructing/supervising swimmers within the pool environment must wear a bathing suit at all times. This policy facilitates the rapid response capabilities of all staff lifeguards to safely execute situational responses including water rescue(s) at any given moment. This will enable the PE and Health instructors to be available to assist in any and all necessary rescues at a moment's notice without any clothing limitations that could hinder response time.
- 2) Failure to comply with this policy will subject the offending teacher/instructor to suspension or exclusion from instructing in the aquatic environment and/or progressive disciplinary action.

Pool Supervision

- 1) Regardless of how many adults are available and present to supervise students in the pool, a minimum of at least one (1) must possess current Lifeguard certification.

- 2) Instructor/lifeguards are allowed a reasonable degree of flexibility to make adjustments in class structures/lessons in order to maintain a pool environment that is safe for students.
- 3) The assignment of two lifeguards to classes in the pool is permissible and optional, but not required. There is no conclusive evidence available that a particular ratio of lifeguards to students in an instructional setting significantly increases aquatic safety; however, the following safety precautions and equipment are uniformly required:
 - a. One rescue tube per lifeguard, to be readily available at all times
 - b. One summoning device (whistle) per lifeguard, worn at all times
 - c. Emergency call system available to notify 9-911 and/or other staff
 - d. Backboard with a minimum of three body straps and a head restraint system available
 - e. Shepherd's Crook available in a readily accessible location in proximity to the pool
 - f. Ring buoy equipped with tow line available in a readily accessible location in proximity to the pool
 - g. When cloudy water conditions prohibit clear sightlines all the way to the bottom of the deepest section of the pool, students shall be prohibited from swimming in the pool until said water clarity is corrected
 - h. At all times, a floating safety rope will be placed to signify depth changes from shallow play areas, from shallow to deep water, or any sudden changes in water depth
 - A safety line sturdy enough to support an adult with his or her head out of the water will be in place
 - i. All school pools will be equipped with an audible emergency alarm system to summon help to the pool area
 - Teachers will conduct and document tests of the emergency alarm systems no less than weekly when they are using the pool
 - j. Regular inspections for any defective conditions/repair requirements will be conducted daily by the instructor
 - Secure defect area or equipment problem until repair completion confirmed
 - Report all defects or repair requirements, and obtain confirmation of repair
 - k. Starting blocks will be covered or restricted when not in use to prevent unauthorized and untrained access
 - l. At teacher/lifeguard's discretion, reserve the right to require certain students to wear a PFD in order to insure safe participation
 - m. Instructors must activate surveillance systems or alarms prior to departure whenever pool area is unsupervised for any reason
 - n. Permanently mounted pool rules, regulations, warning signs, and procedures for use of the aquatic facility, diving areas in the pool, decks and locker rooms will be conspicuously posted in all pool areas.
 - o. Health and Physical Education Teachers/Lifeguards are expected to periodically review the rules with students and enforce all safety rules firmly and consistently

Aquatic Safety Management

- 1) The Supervisor of Health and Physical Education and building principals will collaboratively implement and apply performance evaluations, safety procedures, and training requirements that continually improve safety and loss prevention.
- 2) The Principals and Supervisor will monitor, evaluate, and modify procedures by aquatics management on an ongoing basis to ensure safety and loss prevention.
- 3) Accident/incident reports will be reviewed monthly by the school administration and quarterly by the Supervisor of Health and Physical Education to:

- a. Determine if corrective action is needed
 - b. Identify training and supervision issues
 - c. Ensure accurate reporting and documentation of incidents and outcomes
 - d. Evaluate effectiveness of emergency procedures; and
 - e. Discuss on a quarterly basis as part of the district's overall risk management strategies.
- 4) Waterbury Public School Pool policies will maintain compliance with the State of Connecticut Department of Public Health Code 19-13-B33b. (Public Pools)

Medical Exclusions

- Any medical exclusions from swimming received by the School Nurse from a physician will be communicated promptly to the Health and Physical Education staff.
- Recommendations for exclusion from swimming must be supported by a physician's medical order.

Extracurricular - Competitive Swimming and Diving

Swimming and diving coaching staffs for interscholastic teams must meet the following minimum requirements and expectations in order to conduct practices and meets in city pools:

- a. Possess current State of Connecticut Coaching Certificate
- b. Possess current American Red Cross CPR & AED certification or equivalent
- c. Possess current American Red Cross First Aid certification or equivalent
- d. Possess current American Red Cross's Safety Training for Swim Coaches or current Lifeguard Certification.
- e. All competitive swimming and/or diving practices and competitions will be actively supervised at all times by a minimum of one (1) certified lifeguard
- f. When not in use, starting blocks will be covered or restricted to prevent unauthorized and untrained access

After School, Summer and Specialty Camps

- 1) Prior to all Non- Department of Education, and/or Community Use of Public School Aquatic Facilities, the responsible Sponsoring Organization and/or Individual, must have completed the Education Department Application for Public School Pool Use, paid all required fees, properly signed the City's Acknowledgement of Conditions for Use of City Pools Indemnity and Hold Harmless Agreement, and provided the required Certificate of Insurance Coverages:
 - a. General Liability Insurance of \$1,000,000 per occurrence / \$2,000,000 aggregate limits and coverage to include claims for Bodily Injury and Property Damage Liability
 - b. Worker's Compensation Insurance with limits commensurate with applicable Connecticut Statutes
 - c. Waiver of Subrogation for both General Liability and Worker's Compensation Insurance in favor of the City of Waterbury and Board of Education
 - d. Additional Insured status to be conferred to the City of Waterbury with respect to General Liability Insurance

- 2) Outside organizations and/or individuals must ensure that after-school personnel, summer and specialty camp counselors receive additional training in order to comply with the following:
 - a. Follow posted rules and regulations and specific supervision responsibilities for the aquatic facility with fidelity

ADDENDUM I
Aquatic Safety Policy – Terminology & Definitions

Active Supervision – Lifeguards state when they are fully involved and engaged, scanning, alert, and ready to respond. They are in full control and constantly aware of swimmers' presence and activity on and below the water's surface, on the pool bottom, and on the pool deck in the assigned area of responsibility.

Emergency Action Plan (EAP) – Action and response steps required to be performed by staff in the event of an emergency. Communication protocols and cross-departmental procedures are defined in the EAP.

Lifeguard Duties – All responsibilities and actions required for safe student supervision and monitoring; prevention, situational response or the use of water-rescue, CPR, AED or first-aid skills.

Lifeguard Quick Checks – Quick assessments and observation of lifeguards by nonlifeguard staff, nonaquatic staff, and students to ensure that lifeguards are response ready and the aquatic environment is safe.

Model Aquatic Safety Performance Criteria – A set of criteria, developed by USA Swim, which can be added to job descriptions of nonaquatic staff employed by the City of Waterbury.

Nonaquatic Support Staff – Staff, such as paraprofessionals, substitute teachers or non-certified program staff who are tasked in a facility's emergency action plan (EAP) to support teachers in the event of an emergency.

Orientation – A detailed communication of all procedures, policies, and practices designed to prepare the recipient for duty.

Reach Supervision – Type of oversight where an adult or fellow student (buddy system) is within arm's reach of a student whenever that student is in the pool (shallow end only).

Records Retention Policy – Record retention policy determined by State Statute and Regulation, which determines the length of time a record must be kept on file. Explicit policy that prohibits the disposal of all related documents or records in a matter that is the subject of litigation, investigation, or valid public disclosure request.

Recreational Water Illnesses (RWI) – Diseases caused by pathogens spread by swallowing, breathing in mists or aerosols of, or having contact with contaminated water in swimming pools, hot tubs, waterparks, water play areas, interactive fountains, lakes, rivers, or oceans. An RWI can involve a wide variety of infections, including gastrointestinal, skin, ear, respiratory, eye, neurologic, and wound infections.

Rescue/ Response Ready – The state of a lifeguard who is stationed in a lifeguard chair or on the deck; carries a rescue tube or buoy, personal protective equipment (PPE), and a summoning device; is readily identifiable as a lifeguard; and is properly positioned for swimmer supervision, situational response and other emergency care.

Rescue/Situation Response Reports – Documentation of rescues or incidents that involve a lifeguard assisting a student in the water.

Response Readiness – Indicates a level of physical, mental and environment readiness to respond to an emergency.

Scanning – A system of visual observation in which lifeguards perform systematic visual sweeps of the facility, its students, and their activity.

Summoning Device – A device used to summon secondary response. Commonly a whistle, this device may also be a wall alarm that can be activated by pressing a button or a personal wireless device worn by lifeguards that is activated when they enter the water.

Swim Test – A swimming ability test that determines an individual's swimming proficiency.

Virginia Graeme Baker Act – A U.S. law named for a child who dies in June 2002 when the suction from a spa drain entrapped her under the water. The federal requirement for public pools preempts state or local law. It reads, in part: "All pool/spa drain covers manufactured, distributed, or entered into commerce on or after December 19, 2008, must meet ASME/ANSI A112.19.8- 2007 standard. All public pools and spas that have a single drain other than an unblockable drain must employ one or more additional options. "(Sec. 1404: Top Priority for Public Pool and Spa Owners/Operators)

Zone – Assigned area of coverage in which a lifeguard is responsible for scanning and supervising.

Zone Validation Plan – A process that determines lifeguard positions based on number of swimmers (i.e., bather load), type of activity, water depth, blind spots, glares, and any other factors that may affect lifeguard placement.

ADDENDUM II
Aquatic Safety Policy – Emergency Response
Standard Emergency Action Plan & Operating Procedures

Standard Emergency Response Action Plan:

1. Alert Swimmers
2. Clear pool Area
3. Maintain Order
4. Call for assistance
5. Perform rescue
6. Alert authorities
7. Follow Up
8. File reports

(SINGLE INSTRUCTOR-LIFEGUARD)

1. Give three (3) long blasts of the whistle to clear pool.
 - a. Students must sit on pool deck with swim buddy within ten (10) seconds
2. Direct designated student or aide to pull emergency alarm.
3. Direct student or aide to dial 9-911.
4. Direct designated student or aide to notify nurse's office and main office by runner.
5. Perform rescue
 - If possible, talk victim to the side of the pool , or utilize:
 - a. Reaching assists – rescue tube, pole, Shepherd's Crook, etc.
 - b. Throwing assists – ring buoy, kickboard, rope, etc.
 - Go in (only as last resort).
 - a. Go into water to retrieve victim
 - b. Do not remove if suspected head, neck or back injury - use backboard.

Provide care for the victim(s) until help arrives:

1. Check victim's pulse and breathing
 - a. if necessary, start CPR and/or use resuscitation equipment.
2. If shock is suspected, cover victim with towels or blanket to keep warm
3. Check for other injuries.
4. Have someone waiting at the pool area door in order to direct emergency crews to pool.
5. Maintain student supervision and control.

Follow Up:

- Notify Principal and Supervisor of the incident
- Follow up phone call to check on student's condition and to communicate with parents/guardians.
- Complete and submit Incident Report to the school principal and forward a copy to the Supervisor of Health and Physical Education

(MULTIPLE INSTRUCTOR-LIFEGUARDS)

Lifeguard #1 (recognition)

1. Give three long blasts of the whistle to alert students and other staff of an emergency and to clear the pool.
 - a. Students must sit on pool deck with swim buddy within ten (10) seconds
2. Perform the rescue.
3. Give first aid if necessary.
4. Follow Up:
 - Notify supervisor.
 - Follow up with phone call to check on student's condition and to communicate with parents/guardians.
 - Complete and submit Incident Report to the school principal and the Supervisor of Health and Physical Education

Lifeguard #2 (reaction)

1. Clear pool and maintain student supervision and control.
2. Direct designated student or aide to pull emergency alarm.
3. Direct student or aide to dial 9-911.
4. Direct designated student or aide to notify nurse's office and main office by runner.
5. Assist Lifeguard #1 in performing the rescue, if necessary.
6. Assume primary responsibility to recruit additional assistance as necessary.

Student (assistance)

1. Assign a runner and a caller before students enter the water.
2. Caller's responsibilities:
 - a. Call for assistance (EMS, etc.) if necessary.
 - b. Emergency phone numbers and site address are posted near the phone in the pool office. All numbers should be listed next to the phone (9-911, nurses, main office)
 - c. Directions to be given to emergency crew over the phone should be written and placed on or near the phone exactly as they should be given.
 - i. These directions should be written with building principals assistance (School, address, best route, door to come to)
3. Runner's responsibilities: Run up to the main office and alert nurse and administration.
4. Bystanders: help to clear pool and assist lifeguard if needed.

ADDENDUM III
Pool Emergency Action Plan Form – Student Assistants

School: _____

Date _____ Period _____

Student A _____

Responsible to Dial 9-911

Must tell operator that:

- a) _____ School Pool Area
- b) Student being rescued by the teacher
- c) To come in the first entrance of the complex at _____ (address).
- d) Stay on the phone for further instructions

Student B _____

Responsible to go get the nurse, and alert her of the situation.

Student C _____

Responsible to take the Walkie-Talkie from the teacher and alert the Office that there is an emergency in the pool area.

Student D _____

Responsible to wait outside for the ambulance so the ambulance response team knows where to go.

Student E _____

Responsible to open the pool doors so the nurse and the administration can get into the pool area.

Student F _____

Responsible for finding another Physical Education Teacher, High School or Middle School.

**Teacher must fill this out every period and make sure
that each designated student assistant understands
what they may be called upon to do
during an emergency event.**

ADDENDUM IV
Aquatic Safety Policy – Pool Area Signage

(On Pool Area Walls)

1. **FOR ALL EMERGENCY NUMBERS DIAL 9-911**
2. **“REACH OR THROW – DON’T GO!”**
 - a. (Students are not lifeguards. Never try to rescue another drowning victim. If you can, reach or throw a flotation device, but never go in the water after a student in distress)
3. **“RUNNING, BOISTEROUS OR ROUGH PLAY (EXCEPT SUPERVISED WATER SPORTS) IS PROHIBITED”**
4. **“NO DIVING”**
5. **TELEPHONE / FIRST AID / RESUSCITATION EQUIPMENT LOCATED IN POOL OFFICE**
6. **“Stop Sign” theme – Red, Yellow and Green Zones on pool diagram**

(In Pool Office)

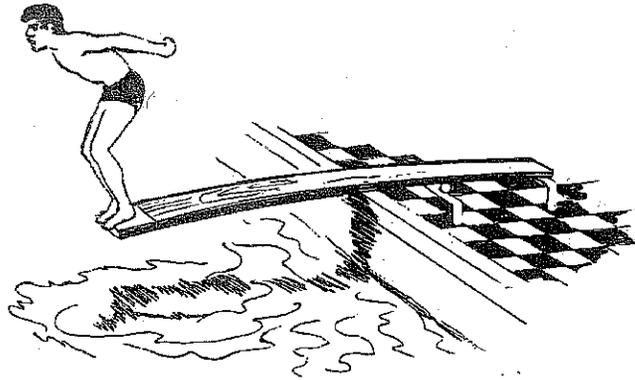
1. **‘Steps to be taken when having to call for emergency help’ (Checklist)**
2. **FOR ALL EMERGENCY NUMBERS DIAL 9-911**

(Inside doors from the locker rooms to Pool Area)

1. **DANGER – ALARMED AREA - DO NOT OPEN WITHOUT TEACHER PERMISSION**
2. **All persons shall bathe with warm water and soap before entering the pool.**
3. **Any persons known or suspected of having a communicable disease shall not use pool.**

ADDENDUM V
Aquatic Safety Policy – Diving Board Signage
(At entrance to diving board)

DIVING BOARD RULES



- ❖ Only one (1) person at a time on the diving board
- ❖ Each person must wait at the bottom of the diving board ladder until the previous diver has reached the side or center line of the pool.
- ❖ Only one (1) bounce per dive is permitted
- ❖ Only Front Dives and feet-first jumps allowed; NO Flips or backward jumps
- ❖ Immediately after surfacing, divers must swim directly to the ladder and / or the center line and exit the pool.
- ❖ Swimming under the diving board is prohibited.
- ❖ Playing or swimming in the diving area is not permitted while boards are open for diving
- ❖ Hanging off the end of the diving board is not permitted
- ❖ Goggles, masks, flippers or flotation devices may not be worn when going off the diving board unless explicitly allowed and actively supervised by the teacher
- ❖ Running dives are not allowed; diving approach and hurdle are permitted.

“Responsibility is a grace you give yourself; not an obligation”

ADDENDUM VI
Aquatic Safety Policy – Swim Testing Checklist

The following skill indicators will be checked off at such time as instructor's observations confirm evidence of proficiency and will then be maintained in student's file:

Pass **Date**

BEGINNER - RED BRACELET

Red zone, arm's length from shallow end wall; unable to perform ALL 3 skills tests with confidence.

- A) Holding onto pool wall and submerge head for 5 seconds
- B) Perform in-water shallow dive with head under and feet off bottom
- C) Perform front crawl or doggie paddle 5 yards

INTERMEDIATE - YELLOW BRACELET

Yellow zone, shallow end to within 3 yards of the center line

- A) Passed all 3 beginner skills test with confidence
- B) Be able to hold breath underwater for 10 seconds without holding the wall
- C) Be able to push off the pool wall and swim under water for 5 yards
- D) Be able to perform front crawl 10 yards before standing up
- E) Be able to perform "jelly fish" and "dead man float" for 10 seconds

ADVANCED - GREEN BRACELET

Usage of entire pool

- A) Passed all 5 intermediate skills with proficiency and confidence
- B) Must be able to swim front crawl 4 widths across the shallow end without putting feet down
- C) Must be able to swim back crawl, sculling, or elementary 2 widths across shallow end without putting feet down
- D) Must be able to swim under water 15 yards across shallow end
- E) Must be able to tread water for 1 minute
- F) Must be able to retrieve 6 pound brick from bottom of pool in water that is over their head and place the brick on the deck without assistance
- G) Perform a stride jump in water over their head and return to pool deck

Notes: _____

- Students who pass zero to three (0-3) swim tests will be required to wear red bracelets at all times in the water for ease of identification and are restricted to the red zone in the shallow end of the pool by the edge. Those who decline testing are considered as part of this group.
- Students who pass only the first 3 of the swim tests are allowed to swim in the yellow zone of the shallow end of the pool and are required to wear yellow bracelets at all times in the water for ease of identification. These students may only be in the water in zones that are armpit-deep or less and marked by cones on the pool deck while working toward advanced level skills.
- Students who pass all thirteen (13) of the swim tests are allowed to swim in the deep end of the pool and are required to wear green bracelets at all times in the water for ease of identification.
- Students must wear their respective color bands at all times when in the water.
- All students must always maintain proximity within an arm's length of an assigned swim buddy who is in the water with them at all times.
- Paraprofessionals assigned as one-to-one aides with Special Needs students must maintain position within four (4) feet of their assigned student at all times, preferably by being in the water with them.
- All students may exercise the option to wear a properly-fitted USCG approved personal flotation device (PFD) at any time for comfort/confidence when in the water.
- Lifeguards, at their discretion, may require any student to wear a PFD as a proactive safety measure in order to accommodate their participation in the water.

ADDENDUM VII
Physical Education Class Procedures
and Standard Pool Rules

Physical Education Class Procedures in Pool

1. Teacher opens door from locker room to pool area and shuts alarm off
2. No student is ever allowed to swim or enter the water for any reason until a certified lifeguard is present to provide supervision
 - a. Color bands are put on by swimmers prior to, or upon entry into the pool area
3. At that point, students are allowed in and will sit in a designated location in the pool area
 - a. Students will be assigned roles to perform in case of an emergency
4. Attendance is taken and students return to locker room to shower before entering pool
 - a. Teacher stays by door in pool area that enters locker room
5. Upon re-entry, students sit in a designated location at the shallow end side of pool with a partner (buddy system)
 - a. Students must know partners name
6. Students will sit and stretch on pool deck while waiting for instruction to begin
7. At teachers' direction, students enter the water and await further instructions
8. Teacher conducts instruction with a rescue tube readily available at all times
9. Anytime the teacher blows three (3) long blasts on the whistle, students must exit pool on nearest side to them and sit on the deck at the shallow area of pool with their partner and hold their partner's wrist in the air to be counted within ten (10) seconds. Failure to comply with the 10-second rule results in time-outs from the activity for both partners
10. If an emergency, when teacher blows three (3) long blasts on the whistle, students must exit pool on nearest side to them and sit on the deck at the shallow area of pool with their partner and hold their partner's wrist in the air to be counted within ten (10) seconds. At the direction of the teacher, students with assigned tasks will then go perform those tasks:
 - a. One (1) student calls 9-911
 - b. One (1) student goes to gymnasium to summon other Physical Education teachers
 - c. One (1) student goes to nurses office to inform school nurse of emergency in pool area
 - d. One (1) student goes to main office to notify Principal of emergency in pool area
 - e. Two (2) students will open emergency exits from pool so emergency personal can enter immediately)

ADDENDUM VIII

Physical Education Class Standard Pool Rules

- 1) Any medical exclusion from swimming received by the School Nurse from a physician will be communicated promptly to the Health and Physical Education staff
- 2) No student is ever allowed to swim or enter the water for any reason until a certified lifeguard is present to provide supervision
- 3) Each student must be tested to determine if they are a Green - Advanced level swimmer (student can swim in all areas of the pool), Yellow Intermediate swimmer (swims only in the shallow end of the pool) or Red - Beginner swimmer (confined to shallow pool edge)
- 4) No Beginner or Intermediate swimmers are to enter the deck area of the deep end of the pool at any time without explicit permission from the teacher
- 5) Swimmers are required to put on their assigned color band prior to, or immediately upon entry into the pool area
- 6) All students are to respond at all times to a single whistle blast by stopping what they are doing immediately and listening for instructions from the teacher
- 7) All students are to respond to a three-whistle-blast signal by immediately stopping what they are doing, finding their swim buddy, sitting with them on the pool deck and raising each other's arm upward to be counted – all within 10 seconds
- 8) No student may enter the pool from the locker rooms if the door to the pool is closed (That means the alarm is on)
- 9) Once admitted by teacher(s), all students must be seated in the designated area for attendance before each class
- 10) Students are not required to remove footwear when entering the pool area; at the discretion of the instructor, however, they may be strongly encouraged to do so
- 11) Each student must select a buddy (partner) before class
 - a. They are to keep an eye out for each other throughout the entire class
 - b. In any emergencies in the pool there will be three whistle blasts – students are required to remove themselves from the water via the nearest side and sit with their buddy within ten (10) seconds
- 12) Students must be able to identify the depth of the pool in a given area by using the posted measurements, blue line on the wall, or by the depth marker signs on the pool deck
- 13) No student is to dive in the shallow end at any time; they must always enter feet first

- a. Students are held accountable to look before entering the water so they do not land on another student in the pool
- 14) Instructors/lifeguards reserve the right to re-structure accessibility, ratios, or scheduling of activities in order to maintain a safe instructional environment for students in the pool
- 15) Only one person is allowed on the diving board at all times; no multiple bounces on the board or backward jumps/flips off the board are allowed and divers are held accountable to scan their landing zone and adjacent areas before going off the board
- 16) There is to be no running on the pool deck at any time
- 17) Basketball is only allowed in the water - no basketball playing is allowed on the pool deck and no dunking the ball or hanging on the rim or the net is allowable at any time
- 18) No one is to put their hands on anyone in or out of the pool at any time...no dunking/chicken fights/pushing anyone in the water, on the deck or in any pool area
- 19) During a fire alarm, all students are required to find their buddy, line up together by the exit doors, exit the pool and proceed out of the building to their assigned evacuation area under direct teacher supervision
- 20) Students are required to return their assigned color band prior immediately upon departing the pool area
- 21) When students go to shower at the end of class, the instructor must re-set the pool alarm
 - a. Students may not go back in pool area for any reason without the permission from the teacher
- 22) Waterbury Public School Pool practices and procedures align with the State of Connecticut Department of Public Health Code 19-13-B33b. (Public Pools)

Addendum VIX
Aquatic Operations

The Supervisor of Health and Physical Education will develop an aquatic operations policy handbook, make it available to each teacher, and will collaborate with building principals to develop site-specific facility manuals that cover the following topics:

- a. District-wide standard operating procedures for aquatics instruction
- b. Program-specific emergency procedures, if applicable
- c. Facility evacuation plan
- d. Instructions for securing of facility within daily operation
- e. Instructions for securing of facility at end of daily operation
- f. Instructions for securing of facility at end of unit or season
- g. Instructions for documenting equipment inventories, maintenance and operational logs
- h. Instructions for reporting drowning or submersion events
- i. Embedding of the aquatics emergency response within the schools' all-hazards emergency management plan

The Supervisor of Health and Physical Education will develop Standardization of a single training protocol and manual that equips staff to deliver high-quality, collaborative and consistent supervision protocols and rescue response systems for the entire district. Those systems will include, but not be limited to:

- a. Model class introduction/orientation that includes an explanation of rules, pool depths, restricted areas, buddy checks, swim tests, and how swimmers will be marked at the beginning of each swim unit
- b. Zones and rotations for single staff coverage
- c. Zones and rotations for two or more staff coverage
- d. District emergency policies and procedures, including emergency action plans
- e. Site-Specific emergency policies and procedures, including emergency action plans
- f. Location and use of rescue and resuscitation equipment
- g. Location and use of personal protective equipment
- h. Facility rules and injury prevention policies
- i. Child supervision and abuse prevention policy
- j. Aquatics department policies and procedures
- k. Aquatic emergency response, including emergency action plan drills
- l. Emergency policies and procedures, including where and how emergency action plans are visually posted

ADDENDUM X
ACKNOWLEDGMENT OF CONDITIONS FOR USE OF CITY POOLS
INDEMNITY AND HOLD HARMLESS AGREEMENT

In consideration of the **City of Waterbury**("City"), by and through its **Department of Education**, ("Schools"), granting _____ of _____, _____, hereinafter referred to as ("**Sole Authorized User**") the temporary use, of the following named **City School Pool Facility**, _____ hereinafter referred to as ("**School Facility**") , together with the lawful access to and from said facility and designated parking, for the dates of _____, and limited to the specific hours of _____ to _____, and further limited to the following Activity, Programs, or Use ONLY, to wit: _____ (**hereinafter variably referred to as the "Activity", "Program", or "Usage"**), and in further consideration of the **City** allowing the **Sole Authorized User** to conduct their Community Activity, at the designated dates, time and location specified herein, as long as the same does not interfere with the School Program and/or Normal Operation, the **Sole Authorized User**, as the undersigned, does hereby acknowledge that they are aware of the risks associated with the aforesaid conditional use of said **School Facility**, and any associated activity , and the **Sole Authorized User** hereby agrees to assume all responsibility and risk for any loss, damage, claim, liability , cost, loss of earnings, personal injury including death, consequential damage, and property damage, which may directly or indirectly result from or occur as a consequence of their **Conditional Use** of said **School Facility**, or as a further consequence of any associated activity which occurs on **City of Waterbury School Premises**.

The undersigned further agrees to indemnify and hold harmless the **City of Waterbury**, and its boards, commissions, agents, officials, and employees, including with specificity but without limitation the **Department of Education**, from and against all claims, suits, damages, losses, judgments, costs and expenses, including attorney's fees, which may directly or indirectly result from or occur as a consequence of the use, presence, activities, or program conducted within, upon, or accessing the above-stated **School Facility** by the undersigned **Sole Authorized User** , or any of their agents, employees, designees, invitees, guests, or participants, of any kind.

The Undersigned further acknowledges and agrees that their proposed activity at the above-stated **School Facility**, is **NOT a City of Waterbury** activity, program, or function, and as such, the **City of Waterbury** has no responsibility for the planning, operation, or supervision for said activity, program, or function. The undersigned shall fully comply with **Waterbury Board of Education** and/or **City of Waterbury** rules, regulations, and requirements, then in effect, regarding use of said **School Facilities**; including without limitation:

A. The **Sole Authorized User** shall provide, at their expense, and at all times during their use of said **School Facility**, adequate and responsible adult supervision, school custodian, and for all Pool Usage, a certified life guard in attendance.

B. Prior payment for all costs, fees, permits, security deposits, and expenses required by the **City** and/or its **Department of Education**;

C. The drinking, use, presence, or consumption of alcohol in any form or mixtures, **SHALL NOT** be allowed or permitted on School Property or Facilities;

D. No smoking is allowed on School Property or Facilities;

E. No Decorating, or alteration of the wiring, curtains, furniture, or overall furnishings will be allowed without the prior written approval of the Superintendent of Schools or his designee, and shall be supervised directly by the assigned school custodian.

The undersigned **Sole Authorized User**, further acknowledges and agrees, that prior to being allowed the use of said **School Facilities**, they shall provide to the **Department of Education**, their Certificates of Insurance, which shall provide Insurance Coverage for said **Sole Authorized User** and its above-stated activity, and shall further name the **City of Waterbury**, and its **Department of Education**, and all of its Employees, Commissioners, and Members as their interests may appear, as **Additional Insureds**, with the following **Minimum Required Coverages and Waiver of Subrogation** rights:

1. General Liability Insurance: \$1,000,000 per Occurrence/\$2, 000,000 Aggregate Limits, coverage to include claims for Bodily Injury and Property Damage Liability;
2. Workers Compensation Insurance: Limits commensurate with applicable Connecticut Statute; and
3. Waiver of Subrogation for both General Liability and Workers Compensation Insurance in favor of the **City of Waterbury** and **Department of Education**.

The Undersigned further represents to the **City of Waterbury** and/or its **Department of Education**, that they or their activity are not disqualified, inappropriate, or ineligible to use the **School Facilities**, and that they are not aware of any circumstances, events, prior complaints, or any other reasons, which would render their use of said **School Facilities**, a risk, threat, or danger.

The undersigned further understands and agrees that any violations of the terms, rules, or regulations which govern the above-stated permit for authorized **Use of School Facilities**, may result in revocation by the **City of Waterbury**, or its **Department of Education**, of said permit and/or authorized use at any time prior to, or during said **Activity**.

It is further understood, acknowledged, and agreed, that the undersigned **Sole Authorized User**, is fully responsible to pay for the repair and/or replacement of any and all **City** and/or **School Facilities**, equipment, fixtures, utilities, premises, or property of any kind, which is damaged, destroyed, or in any way harmed by said

activities, usage, possession, or presence, or by any of the Sole Authorized User's agents, employees, invitees, spectators, or participants.

In the event the undersigned Sole Authorized User is not an Individual, then the Organization, Corporation, Limited Liability Company, or any other Entity, hereby represents that it is currently, and at the time of the Activity, shall be a lawfully existing entity under the laws of the State of Connecticut, and shall be required to provide the City of Waterbury and/or its Department of Education, prior to the approval of a permit for the proposed Activity, certified documentation evidencing said lawful existence, including without limitation, a Resolution authorizing a duly appointed Representative to sign this Document, binding the entity to the terms, conditions, and obligations herein.

Whenever possible, each provision of this agreement shall be interpreted in such a manner as to be effective and valid under applicable law. If any provision of this agreement is held to be prohibited or invalid by law, such provision shall be restated to reflect the allowable terms, and the remaining provisions of this agreement shall be enforced, binding, and valid as if this agreement was entered into without an invalid provision.

The undersigned further acknowledges that they have read this document in its entirety, and fully understand all of the terms, conditions, and obligations contained herein.

Dated at Waterbury, Connecticut this ____ day of _____, 2012.

SOLE AUTHORIZED USER:

(If an Individual)

Witness:

Sign: _____

Print Name: _____

Print Name: _____

Sign Name: _____

Witness:

Sign: _____

Print Name: _____

Individual Acknowledgement

State of Connecticut:

: ss: Waterbury _____, _____, 2012

County of New Haven:

On this _____ day of _____, 2012, before me the undersigned officer, personally appeared _____, known to me or satisfactorily proven to be the person whose name is subscribed herein and acknowledged that he/she executed the foregoing document for the purposes contained therein as his/her free act and deed.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Commissioner of Superior Court
Notary Public
My Commission Expires:

SOLE AUTHORIZED USER:

(If an Entity)

Witness: _____ Print Name of Entity: _____

Sign: _____ Authorized Signature: _____

Print Name: _____ Print Signed Name: _____

By Its Duly Authorized: _____

(Position)

Witness: _____

Sign: _____

Print Name: _____

Entity Acknowledgement

State of Connecticut:

: ss: Waterbury _____, _____, 2012

County of New Haven:

On this _____ day of _____, 2012, before me the undersigned officer, personally appeared _____, who represented himself/herself to be the duly authorized _____ of _____, and in said capacity was known to me or satisfactorily proven to be the person whose name is subscribed herein and acknowledged that he/she executed the foregoing document for the purposes contained therein on behalf of _____, binding said entity, as his/her free act and deed.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Commissioner of Superior Court
Notary Public
My Commission Expires