

**ELMWOOD NORMAL SCHOOL
TERMS FOR USE OF POOL BY KEY HOLDERS**

Name of main Key Holder: _____ Key No: **CYQ 2/**

All Key Holders (including Associate Key Holders) must be aged 18 years or over.

Address: _____

Phone: _____

Email: _____

Youngest child currently enrolled @ Elmwood: _____ Room _____

Associate Key Holders: _____

(partner, husband,
wife, nanny etc.) _____

Please confirm that you are a confident swimmer [] Note that a Key Holder and Associate Key Holder must be a confident swimmer.

Before becoming a key holder, you ought to have:

Sat and passed the course that the School deems appropriate. This should include:

- (a) CPR and first aid training
- (b) An objective standard for swimming competency (by reference to the standard required for a lifeguard in New Zealand).
- (c) Basic lifeguard training, including how to escape grips, and swim whilst carrying someone else.

A person may be exempt from the course at the discretion of the school by providing evidence of a current lifeguard qualification.

Including the Key Holder or Associate Key Holder, there must be at least one adult present (over 18) to every four minors (under 18).

The key must be kept in a safe place and inaccessible to anyone who is not a minor.

Keys are sold on a one key - one family basis – keys are not to be shared between friends/neighbours/relatives etc.

The Key Holder agrees that Elmwood Normal School (“the School”) has provided the Key Holder with a key for use of the School swimming pool outside of school hours - 10.00am – 8.00pm during weekends and school holidays and after school hours until 8.00pm on school days.

The pool will be closed on Christmas Day and New Years Day. The Pool Area Manager may open or close the pool earlier or later than these hours at their discretion based on relevant risk factors, including the weather / daylight considerations.

The Key Holder agrees to the following terms: -

- a) By becoming a Key Holder you agree to be the designated swimming pool supervisor (“the Supervisor”) when you and others you admit are using the pool. You accept that in accordance with the Health and Safety at Work Act 2015, the Ministry of Education and the School require the pool to be supervised at all times when it is in use by a responsible adult who is able to swim.
- b) As a Supervisor it is your responsibility to ensure that all pool users with you comply with the School's Pool Users' Rules set out in this document. This responsibility shall apply to any Associate Key Holder(s) and it shall be the Key Holder’s responsibility to inform the Associate Key Holder of their responsibility as a Supervisor.
- c) The Key Holder will pay \$100.00 to the School for a key to be issued (\$30.00 of this key is a refundable key deposit – conditions apply).
- d) The key is not transferable and it remains the property of the School. The Key Holder / Associate Key Holder is to be present at all times when the key is used to access the pool.
- e) The Key Holder / Associate Key Holder shall ensure that all users of the pool admitted by the Key Holder / Associate Key Holder abide by the School’s Swimming Pool Users’ Rules and all other notices displayed at the pool.
- f) The Key Holder / Associate Key Holder shall not permit anyone to swim alone in the pool.
- g) Where someone is not able to swim, then the Key Holder / Associate Key Holder must have effective control of that person both inside and outside of the pool.
- h) The Key Holder / Associate Key Holder shall ensure that the pool gate is securely closed at all times.
- i) Behaviour that could be considered dangerous or a nuisance, such as running, inappropriate or unsafe diving, pushing, holding persons under the water, screaming, ball games, or the use of remote controlled boats etc. is prohibited.
- j) The use of boogie boards, surf boards, kayaks and similar equipment is prohibited. Swimming floatation devices are acceptable.

- k) No one shall use the swimming pool under the influence of drugs (both lawful and unlawful) or alcohol. Alcohol is not to be taken into or consumed in the pool area.
- l) Pool users are responsible for maintaining a clean and safe environment in and around the pool. **NO GLASSWARE** is to be taken into the immediate pool area. If any user has a health problem e.g. diarrhoea, skin condition, dressed wounds etc. that person is not to use the pool. For babies, only swimming nappies are to be worn in the pool and they must wear suitable fitting swimwear.
- m) The first aid kit can be found inside the girls toilets.
- n) As there is no phone at the school pool, it is imperative you bring your cellphone fully charged in case of an emergency.
- o) Always check the water depth and for any slopes or hazards before entering the swimming pool.
- p) If the Key Holder/Associate Key Holder has any concerns about the quality of pool water, for example too much / not enough chlorine or acid, then they must immediately advise Pool Management.
- q) No one is allowed to enter any maintenance areas of the pool or to interfere with any materials or equipment used in the maintenance of the pool.
- r) Management of the pool, outside school hours, is delegated to a Pool Management Team, which is responsible for ensuring the pool is maintained to standards set by the NZ Water Safety Council. Any concerns about pool use or safety issues are to be reported to this team. Roster and contact details will be on the noticeboard.
- s) The School and/or the Pool Management have the right, at their absolute discretion, to close the pool or restrict access to the pool for any period of time without any obligation to refund part or the entire key fee paid.
- t) The School and/or the Pool Management have no liability for any loss or damage to property that may arise from use of the pool by the Key Holder / Associate Key Holder and/or others permitted to use the pool by the Key Holder / Associate Key Holder. The Key Holder / Associate Key Holder and any person using the pool shall indemnify the School and/or the Pool Management from all actions, claims, suits, demands, costs and proceedings that may be made against them in relation to property, arising out of or in connection with the use of the pool.
- u) The School and/or the Pool Management are not required to issue a replacement key in any circumstances. Should the School and/or the Pool Management issue a replacement key, the Key Holder will pay \$30.00 towards the cost of doing so.
- v) The Key Holder will return the key by no later than 4 weeks after the pool closes for the season. If the Key Holder fails to return the key within this time, the Key Holder is still required to return the key but will forfeit the refundable key deposit. If a key is lost/misplaced by a Key Holder and cannot be returned at the end of the season a

charge of \$30.00 will apply – this negates the key deposit refund.

Signed: _____

Key Holder

Date: _____