



## JOHN HOUSTON MEMORIAL Swimming Pool

- **Supervised hours** (pool attendants onsite — first aid certified):
  - 3pm to 7pm – Monday to Friday; except Tuesdays being 3pm to 6pm
  - 12pm to 7pm – Saturday and Sunday, school holidays and public holidays (except Christmas Day and Boxing Day)
- Use of pool is **restricted during user-group bookings** (e.g. swim clubs, school sessions)
- **CCTV monitoring** during unsupervised hours; misuse of fobs (e.g. lending) may result in removal of access privileges.

### 1. Access Conditions

- Access to the pool is permitted **only during designated operating hours** as determined by Council.
- Entry is restricted to **authorised users** through the secure entry system using the Council issued FOB.
- **Unsupervised Access Fob** issued post completion of user agreement.
  - Pass holders receive one fob on payment of \$20 refundable deposit. Replacement FOB will incur a \$30 fee.
- Applicants must be **18+** and sign User Agreement
- Council staff may monitor access and usage through CCTV and audit logs.



## **2. Children and Supervision**

- **Children under 18 years of age must be actively supervised by a responsible adult (18+)** and who has a valid unsupervised entry pass.

Parents and carers are fully responsible for their child's safety and behaviour

## **3. Safe Pool Use**

- No diving, running, rough play, or dangerous behaviour on pool deck.
- No glass, alcohol, or drugs are permitted within the pool area.
- Anyone under the influence of alcohol or drugs **must not enter** the facility.
- Use of the pool is prohibited during electrical storms or hazardous weather.
- No photography in changerooms.
- Report hazards or incidents via on-site QR/contact or call the Hay Council Aquatics Supervisor

## **4. Health & Hygiene**

- All users must shower before entering the pool.
- Persons with open wounds, infections, or recent gastrointestinal illness (within 14 days) must not use the pool.
- Approved swimwear must be worn at all times.

## **5. Conditions of Entry**

- By accessing the pool facility, users agree to follow these rules and all signage/instructions.
- CCTV may be used for safety, security, and compliance monitoring purposes.
- Breach of these conditions may result in suspension of access or further action by Council.
- Hay Shire Council reserves the right to:
  - Cancel or vary unsupervised hours per seasonal/weather needs.
  - Suspend or cancel passes for rule violations.
  - Make changes to conditions of entry as needed
  - Amend operating hours and access rules at any time for maintenance, safety, or operational reasons.

For further information or to report a concern, please contact:

**Hay Shire Council**

Phone: (02) 6990 1100

Email: [mail@hay.nsw.gov.au](mailto:mail@hay.nsw.gov.au)

Website: [www.hay.nsw.gov.au](http://www.hay.nsw.gov.au)

## APPLICATION FORM – JOHN HOUSTON MEMORIAL POOL

**Note: This is not a confirmed 'booking' of facilities, written confirmation or otherwise of this application will be issued prior to any usage.**

### **All applicants to complete.**

I/We request approval from Hay Shire Council to use the John Houston Memorial Pool on the following basis during the current swimming season for the following purpose: (Learn to swim, BBQ Party, School Party, Fitness Class, Carnival, Coaching or other)

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Details of dates and times:

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### **All applicants must abide by the terms and conditions on this to this form**

- I have read and agree with the Terms and Conditions of using the pool.
- Public Liability Insurance certificate of more than \$20,000,000 (detailed in term & conditions)
- Relevant Qualifications Certificates attached (Detailed in Terms and Conditions)

Name ..... on behalf of

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Address .....

Email.....Mobile / Phone

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Signed..... Date .....

Nominated Supervisor/s

Name..... Signed.....

Name..... Signed.....

Name..... Signed.....

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Office Use Only:

	<i>Initial</i>	<i>Date</i>
Pool Supervisor	____	____/____/____
Written Confirmation	____	____/____/____

**JOHN HOUSTON MEMORIAL POOL  
CONDITIONS OF USE**

1. Pool Bookings are to be completed seven (7) days prior to commencement of pool usage with Pool Supervisor. Numbers of patrons need to be confirmed upon booking. Confirmation will be by email.
2. All qualifications and insurances need to accompany pool bookings, including
  - Lifeguard Certificate
  - Public Liability Insurance - \$20,000,000.00 (not required if acting in volunteer capacity)
  - Teaching qualification – Austswim or coaching certificates
  - Working With Children Check
  - First Aid Certificate
  - CPR training- HLTAID009
3. Any changes of dates and times need to be in consultation with **Kellie** two days prior to proposed change.
4. Training squads will be booked in staggered times. If a lane is required, this needs to be specified on the booking form stating times. (e.g. 4.00-5.00pm).
5. If a lane is required for training purposes then you are required to put in another lane rope for lap swimmers, so as not to interfere with public users.) Please check with pool supervisor on booking)
6. Council does not provide any teaching aids such as kick boards, flippers, goggles etc. Anyone teaching should provide their own equipment.
7. Applicants requesting out of hours bookings will need to comply with the following;
  - a. The swim teacher must have an adult with them and registered on an unsupervised entry user form.
  - b. Any after-hours usage shall not conflict with maintenance and cleaning of pool times.
8. Bookings cannot be transferred to other individuals and is strictly prohibited.
9. Teachers or coaches are responsible for their own clients/learners. If a client is under 10 years of age and arrives without adult supervision, clients cannot use the pool until their teacher or coach is ready for them.
10. If multiple activities are occurring at the same time at the same location, the person responsible for supervising each activity shall have the appropriate qualifications for that activity.

11. Swimming and water safety teachers, and coaches are required to maintain registration with industry led standard accreditation schemes. (This may include ongoing professional development, agreement to abide by an industry code of conduct.)
12. When making a booking be mindful that the pool closes at 7.00pm so all swimmers need to be out of the water by 6.45pm.
13. Bookings shall be confirmed via email.
14. Breaking or contravening of these terms and conditions may result in bookings being cancelled.
15. Amenities blocks are to be left in a clean and tidy condition.(otherwise this could result in cleaning costs)