

Aquatics Personnel Duties:

Lifeguards will be responsible for the following:

- Checking the pool and pool area for any safety hazards
- Maintain a rescue ready body position while on stand
- Using effective and efficient scanning techniques when scanning their area of responsibility
- Activating the Emergency Action Plan in the event of a water or facility emergency
- Swiping cards for students, faculty and staff entering through the pool gates
- Maintaining current Lifeguarding, CPR, AED and First Aid Certifications as directed by the American Red Cross
- Attending 4 hours of mandatory in-service training a month
- Completing 2 hours of a swim workout every pay period
- Answering questions and phone calls of patrons

Aquatics Operational Duties:

Lifeguards will be responsible for the following:

- Completing their daily check lists which includes, but is not limited to: Sweeping the pool walls, bottom of the pool and pool deck, vacuuming the pool and watering the plants.
- Checking the pH and Chlorine levels at the pool every two hours
- Adding chlorine to the pool
- Notifying the head lifeguard and assistant director if the pool chemistry drops above or below the desired readings

RSC Aquatics Emergency Action Plan (Water Related Emergencies):

PRIMARY LIFEGUARD

- ✚ Recognize victim
- ✚ Activate the Emergency Action Plan
- ✚ Perform proper water entry and rescue
- ✚ Remove victim from water
- ✚ Begin primary assessment of victim
- ✚ Begin and continue to provide lifesaving care until EMS arrives and takes over

SECONDARY LIFEGUARD

- ✚ Locate where emergency is
- ✚ Clear the pool of other patrons
- ✚ Assist the primary lifeguard with the rescue

Down Lifeguard

- ✚ Call UPD or EMS (ext.4100) if needed - have someone wait outside to flag down UPD/EMS
- ✚ Notify the building supervisor
- ✚ Provide assistance and necessary equipment (backboard, pocket mask, AED and first aid material) to the primary guard
- ✚ Notify Assistant Director

AFTER THE INCIDENT

- ✚ Interview any witnesses making sure to document their name and phone number
- ✚ Perform blood borne pathogens cleanup (if necessary)
- ✚ Complete all incident, injury reports and/or water rescue reports
- ✚ Turn paperwork in to the Assistant Director immediately
- ✚ Re-establish normal pool operations as soon as safety and practicality permits- Cannot open pool without a working backboard!
- ✚ Refer all questions of media or others to the Assistant Director or Director.

RSC Aquatics Emergency Action Plan (Lock Down/ Shelter in Place):

All Lifeguards

- ✚ Lock all pool gates and facility entrances around the pool
- ✚ Move all patrons indoors and to a area as instructed by the RSC Facility Supervisor
- ✚ Lifeguards will be stationed at the computer station outside of the gyms in the RSC. Lifeguards must ensure that all patrons, in the facility, do not exit the facility. Lifeguards are also responsible that no one enters the facility.

RSC Aquatics Emergency Action Plan (Fire Alarm)

All Lifeguards

- ✚ Get all patrons out of pool and have them exit one of the 3 gates outside. Lifeguards will use the primary enter/ exit gate unless it is a threat to patrons.
- ✚ Lifeguards will then check the pool restrooms, pool office, storage room and pump room to be sure all patrons and staff have exited the facility.
- ✚ Lifeguards will then lock all doors and gates in the pool facility.
- ✚ Lifeguards will help move all patrons of the pool, and RSC, across the parking lot to the White Hall resident hall, unless told otherwise.
- ✚ Lifeguards will re-enter once they have been given the all clear by the Fire Chief, Director of Informal Rec, Assistant Director of Informal Rec or the Facility Supervisor.