

MZS Swimming Pool

Safety Guidelines and Policy



Mount Zaagkam School [MZS]
Kuala Kencana & Tembagapura
Mimika, Papua, Indonesia

Updated August, 2025

Rationale

The purpose of the document is to provide clear guidelines and safety requirements when using the community swimming pools. All teachers, volunteers, parents of participating students, and adults assisting with any pool related activity must read and understand the guidelines to ensure maximum safety and enjoyment of all activities.

MZS Pool Safety Agreements

1. Participants will walk at all times at the pool facilities and on the pool deck.
2. Participants abide by **MZS Essential Agreements** (Be Safe; Be Responsible; Be a Problem Solver; and Be Respectful)
3. Participants need to be invited into the pool by the teacher/instructor.
4. Participants need to ask a teacher/instructor to go to the bathroom, and report back to the same person when finished.
5. Participants need to keep their head above water unless they are instructed by a teacher/instructor to be under the water.
6. One blow of a whistle means start
7. Two blows of a whistle means stop, look at the instructor and listen to instructions.
8. Three blows of the whistle means an emergency situation and to exit the pool immediately and meet at the designated meeting area.
9. No eating or drinking in the pool or change room areas (water is acceptable, no glass bottles).
10. Participants will always follow directions from supervising adults promptly.

Note:

If anyone is unable or unwilling to follow the MZS Pool Safety Agreements and/or act in an unsafe manner, a teacher or swimming instructor can use their discretion to ask the student to leave the pool immediately and not participate in any further pool related activities.

Operating Policy

Early Years Swimming

- In order to safely operate/run an early years swim program at MZS, the following safety considerations must be adhered to:
- Parents must enter the water and assist with their own child in order for the child to participate in the lesson.
- *All adults in the pool environment are encouraged to obtain a First Aid/CPR certificate.*
- All parents must sign the **MZS Pool Waiver Form** (see appendix) that outlines this is a high risk environment, and they allow their child to participate.

Extra Curricular Activities (ECA) Swimming or PE Swim Unit

In order to safely operate/run an MZS Swim program, the following safety considerations must be followed:

- There must be a minimum of one swim instructor per 10 students. This may need to be adjusted based on individual student abilities.
- There must be a minimum of two adults at the pool at all times, regardless of the number of students.
- If parent volunteering ratios are not met, swimming for that lesson will be canceled.
- If there are non-swimmers (students that choose not to participate or have forgotten their swim suit), they will still need to come to the pool as scheduled.
- The pool life guard will have the ultimate responsibility for these students with the support from other adults at the pool.
- All students participating in an ECA swim activity must be able to demonstrate the minimum requirements (Bronze level) required to join and participate. This will be at the discretion of the MZS swim instructors.

MZS ECA Swim Team is designated as follows

Bronze	Silver	Gold
<ul style="list-style-type: none"> • Basic freestyle (unassisted) for 25m • Basic backstroke (unassisted) for 25m 	<ul style="list-style-type: none"> • Basic freestyle (unassisted) for 50m • Basic backstroke 50m (unassisted) • Basic breaststroke (unassisted) for 25m 	<ul style="list-style-type: none"> • Freestyle 100m • Backstroke 100m • Breaststroke 50m • Basic butterfly 25m • Basic flip turn

Swim Meets

In order to safely operate/run a Swim Meet at MZS, the following safety considerations must be adhered to:

- There must be a minimum of two qualified swim instructors for the event.
 - *Ideally, a qualified swim instructor is someone that has a current swim instructor certification. Previous swim certification that has lapsed and/or extensive swimming and teaching of swimming experience will be considered.*

- There must be a minimum of four adults operating the event and on the pool deck at all times during the event. If the participant numbers are greater than a 1-to-10 ratio, this will need to be increased for adequate supervision.

Other Pool Events

For all other pool related events, a decision will be made based on the activity, age, ability, and number of students. It will be at the discretion of Swim Instructors and Head-of-School/Campus.

Emergency Procedures

ISOS will be notified in advance for all swim activities associated with MZS.

When arriving at the swimming pool, the acting lifeguard will need to ensure life saving equipment is readily available on the pool deck in the designated areas established by the swimming pool staff. This will consist of various rescue floatation equipment and a spinal board. The *Acting Lifeguard* will be required to bring a first aid kit with him/her to the pool.

It must be made clear to all adults and teachers who the acting lifeguard is and that this person has all the required equipment to fulfill this role (whistle, flotation item, prepared to enter the water). This position takes the lead role in all emergency situations with the support and assistance of all other MZS teachers, swimming instructors, and adults at the pool.

In the event of an emergency, all participants will vacate the pool immediately. This will be signaled by three blasts of the whistle. The meeting area is on the pool deck near the entrance to the pool area/change rooms. If this is unavailable, the lifeguard will designate an alternative area that is safe for all.

Once all participants exit the pool, the person in charge will provide instructions as to next steps depending on the emergency situation. Most likely this will be (in order):

- Tend to the person(s) in need based on Standard First Aid procedures.
- Contact Call Center (Landline) 546-7777 or (cell) 0901467777.
- *Through this number, all emergency and medical personnel will be involved in the emergency situation.*
- Contact the school principal
- Parents contacted (as appropriate)

Situations that will invoke emergency procedures:

- Serious injury
- Sudden lack of water clarity
- Disorderly behavior
- Vomit
- Defecation
- Blood contamination
- Fire alarm
- Security issues
- Power failure
- Structural failure
- Earthquake
- Toxic-gas emission
- Thunder and lightning storm in an outdoor pool
- Any other situation that is deemed unsafe by the lifeguard, swim instructors, or volunteers.



MZS Swimming Pool Waiver Form

My signature (at the bottom of this form) indicates that my child and I have read, reviewed, and understand the *MZS Swimming Pool Safety Guidelines and Policy*, and that my child has permission to participate. The policy will be reviewed with students at school as well.

I acknowledge that my child agrees to abide by the MZS Pool Safety Agreements and MZS Essential Agreements (see above) at all times. While this is a learning opportunity for all students to grow and mature, if they are seen to disregard the MZS Pool Safety Agreements and MZS Essential Agreements, they may not be allowed to continue participating at the discretion of the teachers and swim instructors.

While all precautions will be made to ensure the safety of all participants, I understand that the pool area and the activity of swimming is a high-risk environment and endeavor. In particular, the swimming pool is not established and designed as a learn to swim pool. I understand that my child will be supervised and instructed by MZS teachers and/or other MZS parents during this activity. MZS and its teachers and volunteers assume no liability for any personal injury or loss of or damage to personal property.

Student name/participant:		Grade or Class:
Parent Name and Signature:		Date:
Parent Contact Email:		
Emergency Contact Number:		