

## POOLS, SPA AND SAUNA SAFETY RISK REGISTER

<b>Note:</b>	This form is to be used to assess and prioritise risk in the workplace. Controls listed can include current controls and future controls required to mitigate risk, contributing to the development of an Improvement Plan. This risk assessment should be used to articulate risk level, selection for mitigating controls, and to influence the development of the SWP.		
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Belgravia Division	Belgravia Health & Leisure Group			Assessment date:	25/11/2024
Venue name:	Wai Ariki Hot Springs & Spa	Venue address:	1047 Whakaue Street, Rotorua		
Assessment conducted by:	Che' Rikihana	Activity/location:	Pools, Spa & Sauna		
Activity descriptor:	Assessing Pools, Spa & Sauna's				

### Comments:

The Internal spas have Spa Attendants (as per appendix) with a stationary medical duress alarm which is located on the wall for use of patrons or staff should it be required. The depth of the spas, range from 30cm to 95cm and provide either stairs access or hoist for patrons with limited mobility. Approx 200 patrons are able to utilise the spas and sauna at any one time and due to the nature of the depth of pools, guests are advised to keep their heads above the water line at all times. Depth signage is displayed for all spas.

Hours of trade for Wai Ariki Hot Springs & Spa is 9am – 11pm (Hours may vary)

### Background:

This assessment has applied consideration to the spa and sauna requirements, taking into consideration the depth of the spas, guests, and any potential environmental or risks considerations.

### Risk assessment:

Doc ref.	Key task description	Hazard type	Cause (how can it occur)	Likelihood	Consequence	Initial risk	Controls	Responsible person	Residual risk
1	Guest walking to and from Showers and Sauna's	Slip Hazard	Fast walking, irregular walking	Remote	Major	Medium	1. Grip tape put in higher risk areas. 2. Mats put back in. 3. Grip solution applied to tiles.	CR	
2	Overheating inside of the Sauna's	Hyperthermia	Guest not drinking water or staying in sauna for an extended amount of time.	Remote	Moderate	Low	1. Staff checking to make sure guests are fine, specially with guest that are alone. 2. Guest pre told how long they should spend in the area. 3. Timer/Clock in area to show guest time.	CR	

3	Walking inside of the sauna and sauna area (Wading)	Slip Hazard	Fast walking, irregular walking	Remote	Major	Medium	1. Mats put out. 2. Tile grip solution laid down.	CR	
4	Guest moving fast in the Ice room	Slip Hazard	Moving fast after the cold bucket of water drops on the guest	Remote	Major	Medium	1. Mats put down under buckets. 2. Inside signage for guest to see.	CR	
5	Extreme Temperature changes		Unknown Health conditions	Remote	Major	Medium	1. Spa Attendants monitoring guest body language 2. GE staff explain before hand	CR	
6	Guest/Staff walking poolside		Possible high traffic area	Remote	Major	Medium	1. Spa attendants wiping away water. 2. Signage. 3. Tile grip solution.	CR	
7	Big Geo level changes and pool depths	Diving, hitting objects		Remote	Major	Medium	1. Signage. 2. Guest told beforehand the rules.	CR	
8	Weather creating hazards	Slip Hazard, floating debris, vision impairment (Rain in eyes) – Not watching where they are walking	Weather	Remote	Major	Medium	1. Certain weather circumstances, close the pools. 2. Check weather daily to pre-empt possible risk	CR	
9	Guest running out of Plunge pool	Slip Hazard	Fast walking or running	Remote	Major	Medium	1. Signage. 2. Grip solution applied at the entry of pool. 3. Guest told at the start of the tour.	CR	
10	Sunshine blocking the clear sight in/Under Pools/Water	Drowning	Unknown Health Conditions	Remote	Major	Medium	1. Spa Attendants to stand at certain areas to be able to see Guest.	CR	
11	Sanctuary Pool area	Slip, Falls and Drowning	Slippery surface, unknown Health conditions	Remote	Major	Medium	1. Spa Attendants to also monitor area routinely. 2. Sanctuary receptionist to monitor area routinely. 3. Camera to monitor pools	CR	
19	Humidity in the Bio Sauna or Sauna(s)	Overheating, Fall Hazard	People not knowing their limits/ Not following instructions of tour/ Hydration	Unlikely	Major	Medium	1. Guest told at the start of journey (Time limit per each station) 2. Timer inside the sauna's 3. Spa Attendants checking up every 20mins	CR	

20	Bio Sauna element	Burn	Reaching down to turn water off	Likely	Possible	Medium	1. Cut hole and create a door	THINK OR YOU ACT MAKE SAFE CHOICES LOOK OUT FOR YOURSELF AND OTHERS

## Approvals:

Person conducting assessment:	Che' Rikihana	Signature		Date	25/11/2024
Organizational Representative:	Debbie Robertson	Signature		Date	25/11/2024

## Risk matrix

LIKELIHOOD	5 Almost certain	Medium	Medium	High	Extreme	Extreme
	4 Likely	Low	Medium	High	High	Extreme
	3 Possible	Low	Low	Medium	High	High
	2 Unlikely	Low	Low	Medium	Medium	Medium
	1 Remote	Low	Low	Low	Low	Medium
		1 insignificant	2 Minor	3 Moderate	4 Significant	5 Major
		CONSEQUENCE				

## Likelihood rating scale

RATING	DESCRIPTION	PROBABILITY (% P.A.)
1. Remote	Rare event with little or no occurrence in business/industry. May never happen	1-10%
2. Unlikely	Limited or no recent history of occurrence within Belgravia May not happen within the next 12 months	10-40%
3. Possible	Some history of risk in Belgravia or industry. 50/50 chance of it occurring within the next year	40-60%
4. Likely	Is more than likely to occur. Could happen multiple times in the next 12 months, even with current controls in place.	60-80%
5. Almost certain	Risk is difficult to avoid or is highly likely. May happen monthly or more frequently.	80-100%

## Consequence rating scale

Rating	Description
1. Insignificant	• No impact, or • Minor injuries, treated by first aid
2. Minor	• Lost time injury • No permanent or long-term impact to staff member/visitor
3. Moderate	• Incident or accident resulting in one or more lost time injuries
4. Significant	• One or more disabling permanent injuries, due to Belgravia negligence or actions
5. Major	• Fatality, Franchisee/Belgravia held responsible

## Actions based off risk assessment

Actions based on risk rating	
Extreme	Do not proceed with this task for any reason/. Immediate action is required
High	Make changes when practical. Implement further control ASAP based of the hierarchy of controls.
Medium	Take care when performing work. Risk assessment and SWP must be in place.
Low	Monitor work on the job. Small risk to be periodically reviewed.

## APPENDIX 1.

