



GUIDANCE NOTE

GN0022 – APRIL 2022

Pool Access Management Plan Requirements and Guidance

INTENT

The purpose of this guidance is to establish minimum guidelines to aid an owner with submitting a Pool Access Management Plan (PAMP) application to the Director of Planning for review and consideration, in accordance with the Cayman Islands Building Code (Amendment) Regulations, 2021 (CIBCR).

SCOPE

The provisions of this guidance shall apply to a PAMP for outdoor pools and spas and indoor swimming pools that are associated with a hotel not having a permanent barrier.

The plan establishes minimum criteria and standards relating to PAMP and the roles and responsibilities of a pool owner. This guidance is intended to act as a general guide and should neither be considered limiting nor exhaustive.

A PAMP shall be of sufficient clarity, concise and easy to read.

DEFINITION

Barrier as used herein shall mean – a permanent fence, wall, building wall, or a combination thereof that completely surrounds the pool or spa and obstructs the access to the pool or spa. The term “permanent” shall mean not being able to be removed, lifted, or relocated without the use of a tool. *NOTE: Vegetation landscape is not considered a barrier.*

Pool Access Management Plan means a detail plan outlining an alternate means to providing a permanent pool safety barrier, which include specifics of a high-level monitoring, supervision and safety mechanisms that prevents young persons from entering a pool without active supervision.

Pool management means an owner as defined by the 2015 International Swimming Pool and Spa Code (ISPSC)

Safety cover as used herein shall means - a structure, fabric, or assembly, along with attendant appurtenances and anchoring mechanisms, that is temporarily placed or installed over an entire pool, spa, or hot tub and secured in place after all bathers are absent from the water.

Where a PAMP provides a barrier as part of the plan, the barrier shall comply with provisions of the ISPSC and the Cayman Islands Building codes as amended.

Power safety cover. A pool cover that is placed over the water area, and is opened and closed with a motorized mechanism activated by a control switch.



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Section 1

1. A PAMP shall include the owners name, signature, and a statement of understanding and acceptance of the responsibilities associated with maintaining and monitoring the plan. If the Owner is not the signing party, a notarized letter authorization their Agent to sign on their behalf must be provided.
2. Pool and spa with an approved PAMP shall be subject to an annual inspection by the Department of Planning (DOP). It shall be the responsibility of the pool owner to request and obtain annual inspections and approval.
3. An owner of a pool with an approved PAMP is required to ensure their pool remains in compliance with the plan
4. Prior to modifying or altering an approved PAMP, the owner is required to be submit the proposed modification to the DOP for review.
5. The pool administrator may in the case of urgency implement additional measures to ensure that the intent of the "PAMP" is met, provided the additional measures are submitted for approval to the DOP within 48 hours of being implemented.
6. An approved PAMP shall provide 24 hours supervision and monitoring. The following is permitted to form part of a PAMP in order to secure pools and spas for a period of time.
 - a. Spas and hot tubs with a lockable safety cover that complies with ASTM F1346.
 - b. Swimming pools with a powered safety cover that complies with ASTM F1346.
7. The Director of Planning may, at any time, rescind or required amendment to an approved PAMP, if satisfied that hazard has thereby been unduly increased or, the owner has failed to maintain the safety standards as approved in the PAMP.

If a PAMP is rescinded or required to be amended, the Director of Planning may require the owner of the pool to cease its use or, to install a temporary barrier in accordance with the barrier requirements of the 2015 International Swimming Pool and Spa Code (ISPSA) until safety concerns are addressed.



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Section 2 through 6 below are areas that are required to be considered when developing a PAMP. They are neither intended to be inclusive nor limiting.

SECTION 2: WARNINGS

This section identifies warnings that are in place to alert persons of the dangers associated with pool areas on the property.

Criteria

The plan shall provide clear warnings and rules for all residents, guests, maintenance personnel and members of the public of the safe use of the pool, and the need for heightened vigilance and supervisions where pools are unfenced.

Measures

Should consider and adequately address issues such as:

1. number of people
2. language barriers
3. site users (i.e. contractors, visitors, employees)
4. location of warnings (i.e. inside the pool area, upon entry, outside pool area such as room and at reception).

Examples of relevant information that may be included in a pool safety management plan application:

- a. signs
- b. notices to occupiers, contractors, employees
- c. induction for families with young children
- d. Rules for pool use

SECTION 3: BARRIERS

This section identifies barriers to prevent persons from entering pool areas on the property including identifying where no barrier exists.

Criteria

A PAMP should include a site plan identifying all barriers to pools, areas to pools without barriers and, the level of compliance with this pool safety guidance for each section.

Measures

Should provide information about:

1. pools that are wholly enclosed by a barrier that is compliant with CIBCR where there are multiple pools onsite
2. existing pools that are intended to be modified or altered, partly enclosed by a barrier compliant with CIBCR including where the compliant parts must be maintained
3. pools that are enclosed by a barrier that is non-compliant with CIBC and specifying matters of non-compliance.
4. pools not enclosed by a barrier.

Examples of relevant information that may be included in a pool safety management plan application:

- a. a summary of a pool safety inspector's report indicating matters of non-compliance
- b. photographs of identified problem areas and areas providing access to the pool
- c. site plans that indicate pools, barriers and accommodation buildings



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SECTION 4: SUPERVISION

This section identifies supervisory functions and management procedures that may be utilized for pool areas without barriers, or for the alteration of existing pool with barriers that do not comply with the Cayman Islands ISPSC as amended.

Criteria

A PAMP shall provide adequate supervision for young people where a pool does not have compliant pool barriers.

Measures

Should provide information about:

1. level of supervision (e.g. lifeguard on supervision including hours of operation)
2. location of supervising person (e.g. are they in a lifeguard tower)
3. objects which may obstruct the view of the supervising person such as vegetation.
4. direct supervision by parent(s) or other persons.

Examples of relevant information that may be included in a pool safety management plan application:

- a. a summary of expert recommendations
- b. photographs of identified problem areas and areas providing access to the pool.

SECTION 5: IMMERSION RESPONSE PROCEDURES

This section identifies response procedures in the event of an immersion incident, including training and courses which may be attended by employees.

Criteria

The plan should have response procedures for employees to follow in the event of an immersion incident, including undertaking Cardiopulmonary Resuscitation (CPR).

Measures

Should provide information about the steps that should be followed in an immersion incident including:

1. critical incident/near miss alerts
2. how to perform CPR
3. who is trained to perform CPR (i.e. who is to be trained).

Examples of relevant information that may be included in a pool safety management plan application:

- a. procedures for employees to follow in immersion incidents
- b. signs (i.e. CPR, number to call in an emergency).



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Section 6: Administration procedures

This section identifies all administrative procedures to accurately monitor and review the implementation of the pool safety management plan.

Criteria

The PAMP should have staff training and audit systems in place to maintain the effectiveness of the plan and to monitor and periodically review operations.

Measures

The training and auditing system should include:

- staff induction procedures including outlining their roles and responsibilities
- specified periodic staff training
- periodic maintenance inspections
- random audits and drills.

Examples of relevant information that may be included in a pool safety management plan application:

- policy and procedures for administrative functions (i.e. inspections of barriers, rostering)
- roles and responsibilities of employees associated with pool areas
- rostering for employees responsible for the supervision and first aid
- incident register that includes reporting of unsupervised toddlers
- audit program to assess the effectiveness of the plan.