

Meriden Aquatic Centre Operational Management Plan

1. Introduction

This Operational Management Plan (OMP) establishes the management criteria for the use of the Meriden Aquatic Centre. This OMP relates specifically to the management of Meriden Aquatic Centre, which is located on 12-16 Margaret Street, Strathfield.

1.1. Meriden School

Meriden School is an Anglican School for girls from Pre-Kindergarten to Year 12 spanning over three campuses:

- Lingwood Campus at 16 Margaret Street – Pre-Kindergarten to Kindergarten
- Junior Campus at 20 Margaret St, Strathfield – Year 1 to Year 6
- Senior Campus at 3 Margaret St, Strathfield – Year 7 to Year 12

The School was founded in 1897, in Strathfield, and is renowned for delivering a future-ready curriculum through high-quality facilities. Meriden will continue to plan for its future to support the needs of its students and staff.

The aquatic centre is partially located on the Lingwood Campus and 12-14 Margaret Street. The location of the aquatic centre is illustrated in yellow on the figure below.

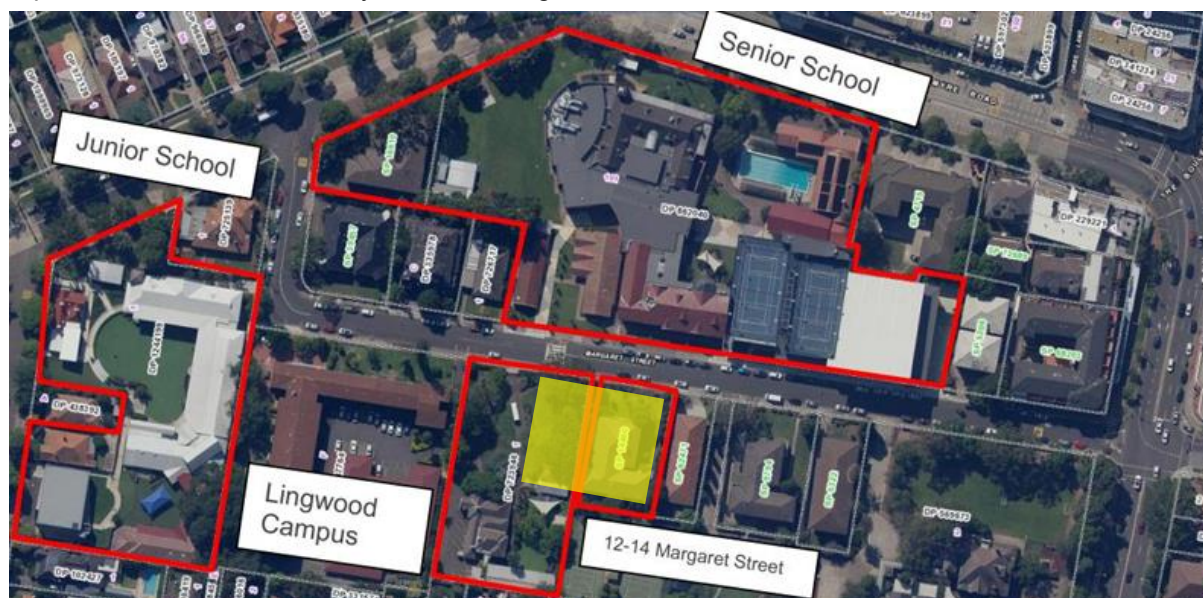


Figure 1. Meriden School Campuses

2. Operational Management

2.1. Aquatic Centre Operating Hours

Monday to Friday: 06:00am to 7:00pm

Saturday: 6:00am to 1:00pm

Sunday: Closed

2.2. General Operations

The facility will be used by Meriden students for the following activities:

Before and after school hours:

- Warm ups/downs
- Curricular and co-curricular programs
- Water Polo
- Swim squad training.

During school hours:

- PDPHE lessons
- Learn to swim for enrolled Meriden students
- No school swimming carnival will be held within the Aquatic Centre.

The Aquatic Centre will only be used by enrolled Meriden students. External users will be limited to water polo teams from other schools who will participate in Saturday competitions during Terms 1 and 4.

The Aquatic Centre is not open for public use.

2.3. Centre Management

Staff

The facility will be overseen by the four (4) existing full time staff members responsible for the administration of the aquatic centre including:

- Aquatics Centre Manager
- Head Coach – Water Polo
- Head Coach – Swimming
- Aquatics Administration.

Other staff working in the pool may include:

- Current PDHPE Staff
- Casual Coaches
- Casual Learn to Swim Teachers.

Maintenance staff and operations for the pool is as follows:

- Meriden School adheres to an annual maintenance schedule, as well as procedures for unplanned work. Note maintenance staff service all school campuses, including Senior and Junior School campus as well as the Lingwood pre-school campus.
- Maintenance staff are qualified with a range of general skills, however there are times when external trade and specialist contractors are required to service areas such as fire safety, pest control, electrical/mechanical/hydraulic systems and lift maintenance.
- Annual WHS inspections are conducted on all School facilities.

Amenities

The aquatic centre will also contain:

- A controlled foyer entry
- Administration offices and on-deck pool manager office with visibility to the pool
- Change rooms and bathrooms
- Pool deck showers
- Pool deck storage
- Grandstand and pool deck seating for approximately 150 people
- Pool control room

Acoustic

The premises will be an indoor and predominantly underground facility which will provide excellent acoustic attenuation to external receivers.

2.4. Cleaning and Landscape Maintenance

The facilities will be cleaned on a daily basis in accordance with material and manufacturer requirements as is current practice for other School facilities. The School has cleaning contractors managing the whole site and they will be responsible for all public areas, change rooms, pool deck, bathrooms and office.

The School will continue to engage a specialist pool contractor to ensure the cleaning of the Aquatic Centre pool and water quality is maintained at all times to statutory standards.

2.5. Access and Parking

Pedestrian access

Direct pedestrian access into the Aquatic Centre is provided off Margaret Street and illustrated below in the yellow arrows.

Students across Senior and Junior School campuses will be supervised by teachers and follow the pedestrian route illustrated in blue to walk to the Aquatic Centre.

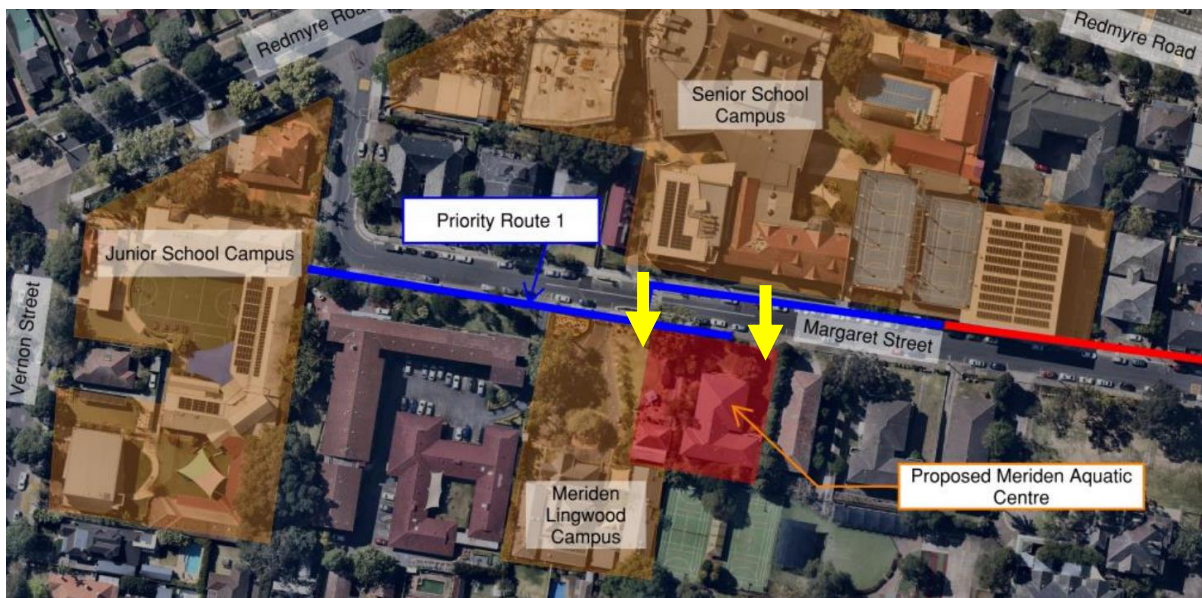


Figure 2. Pedestrian access points and routes from other campuses

Service Vehicular access and loading

Servicing requirements include the following:

- Swimming pool chemical deliveries
- Regular waste collection
- Minor deliveries / loading

Waste collection of the Aquatic Centre will be undertaken as part of the existing waste collection for the wider school campus.

Deliveries and loading (including swimming pool chemical deliveries) are anticipated to be primarily undertaken by vans and utes. Deliveries to the proposed Aquatic Centre are to occur approximately one time per week.

The servicing activities is to be facilitated through establishing an on-street loading zone adjacent to the site on the southern kerb alignment of Margaret Street.

Loading activities will only be permitted on school days during off-peak student set-down / pick-up periods (ie. between 8:45am and 2:30pm), as per the signpost, to limit impact to traffic flow during these high traffic periods.

Onsite Parking

The two basement car parks within the DaCA Centre and the Sports Centre will be made available for staff and visitor cars, motorbikes and bicycles outside typical school hours, including Saturdays. There are a total of 113 parking spaces available across the car parks.

Vehicle access location to these car parks is illustrated below. Access to the carpark (yellow arrows) will be controlled to ensure appropriate use of parking and maintain school site security.

Meriden School bus and external school buses will not be used for water polo games on Saturdays.

The volume of visitors outside of school hours is not expected to increase significantly, and where there is any expected increase, these are not within the core operating hours of the School.

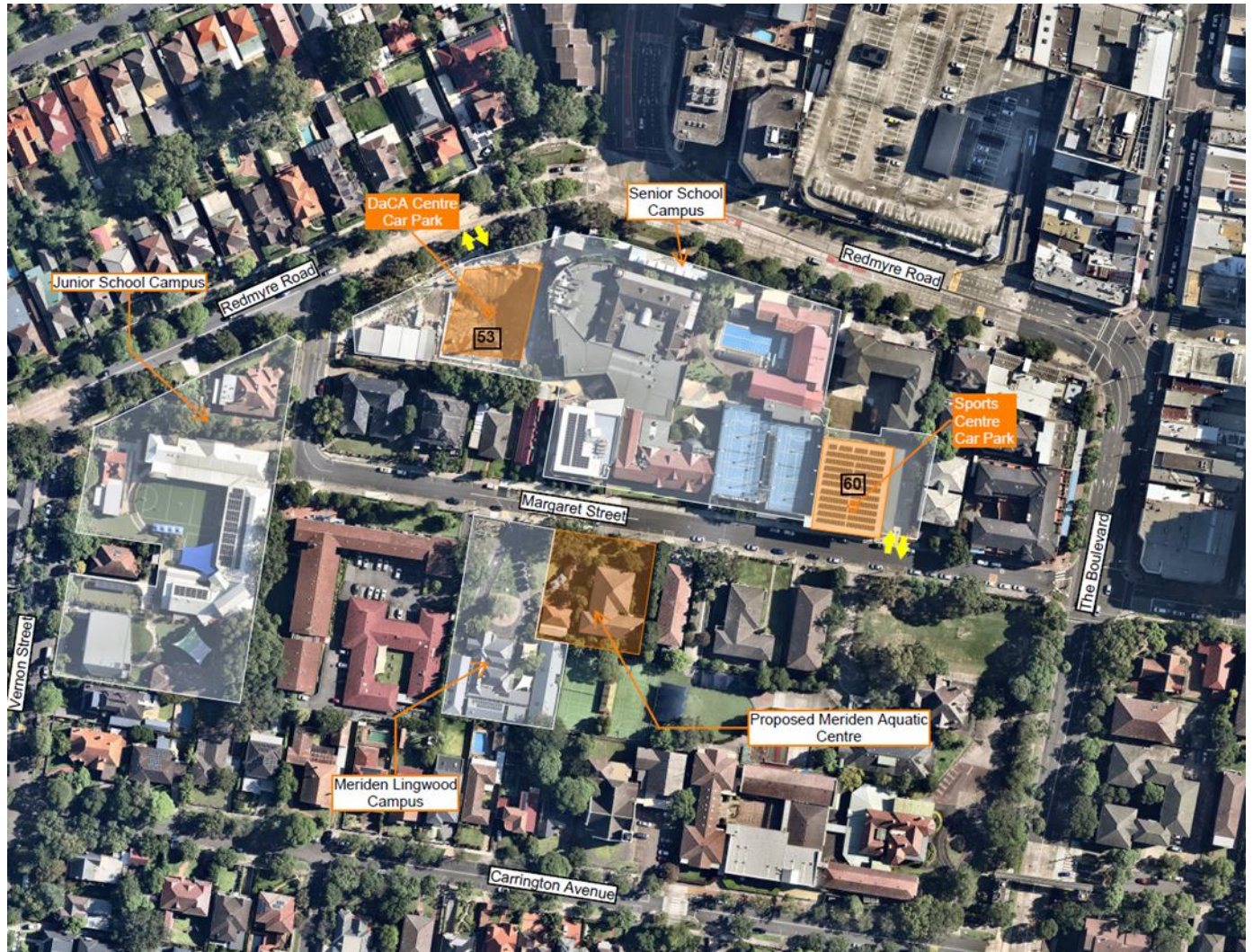


Figure 3. car parks and vehicle access points

Public transport

Staff and students are encouraged to use public transport travel on buses and trains given the sites proximity to Strathfield train station and interchange.

Green Travel Plan

Meriden School's Green Travel Plan (GTP) will also apply to the Aquatic Centre. This Plan includes encouraging alternate travel methods such as active transport, public transport, and car-pooling while reducing dependence on private vehicles.

3. Security Management

Meriden School is committed to taking all reasonable steps to ensure the safety and wellbeing of staff, students and community members.

- All employees and contractors are inducted prior to working at the School.
- Security measures operate 24 hours a day, which includes security guard presence outside regular school hours and CCTV throughout the campus.
- Security personnel will be provided on an 'as needs' basis for out of hours activities.
- Appropriate CCTV security will be installed throughout the new facilities.
- Buildings are alarmed. New facilities will be fitted with access control. Programmable passes with varied levels of access will be issued to staff members – access permissions will be relative to the performance needs of their roles.
- Statutory and selected discretionary signage will be erected indicating primary access, prohibited access, emergency egress, location of amenities, waste storage areas etc. Temporary signage may be provided identifying hours of event and requesting consideration of noise when exiting the premises.

4. Emergency Management

The School has Emergency Response Procedures and Emergency Evacuation Plans for all of the campuses. These will be updated before completion of the new Aquatic Centre with the appropriate training provided to staff who work in this area.

5. Complaints Handling System

The School has a Complaints Policy which covers parents, students and members of the local community and will be applied to the Aquatic Centre.

6. School Code of Conduct

The School requires all staff and students to comply with the School's Code of Conduct Policies.

7. Nomination of responsible people and contact details

The following School staff would be points of contact depending on the nature of the enquiry:

General Enquires:

Meriden School
3 Margaret Street, Strathfield NSW 2135
P +61 2 9752 9444 F +61 2 9752 9400
E enquiries@meriden.nsw.edu.au

Enquiries related specifically to the Aquatic Centre:

Mr Mark Heathcote
Director of Sport (Years 3-12)
P +61 2 9752 9429 F +61 2 9752 9400
E mheathcote@meriden.nsw.edu.au

Enquiries about general use of facilities:

Mr Richard Arkell
Head of Operations
P +61 2 9752 9412 F +61 2 9752 9400
E rarkell@meriden.nsw.edu.au