

# Operational Plan of Management for the Proposed Aquatic and Fitness Centre

## Operation details

The facility will be used for students for the following:

- Curricular and co-curricular programs
- Diving
- Water Polo
- Lifesaving
- PDPHE lessons
- Learn to row program
- Fitness/strength and conditioning training
- Physiotherapy consultation
- Learn to swim for Preparatory and Junior School

It will also be used for learn to swim programs for children who may or may not be students of the College. It is envisaged that this will be at the current peak volume of lessons in warmer months however at this level all year round as the facility will be indoors.

Squad training for both students and other children would also continue and again at the volume currently catered for in warmer months however all year round.

The School will not be offering gym or pool membership or entry fees to the general community with respect to the use of the Aquatic and Fitness Centre.

With respect to Stage 1, the School plans to maintain its current wider student community use in the winter months and to replicate its current summer season activities. The current Learn to Swim (LTS) programme of 500 lessons/week and other pool activities will operate year round.

The wider School community includes:

- Students, parents, sibling & alumni

On completion of Stage 2 – the Carpark, the School intends to increase LTS classes to 1500 lessons/week. Again only available to the wider School community.

Dedicated car parking in proximity to the lift/stair will be provided to access the Aquatic Centre.

## ***Learn to Swim Program***

Currently the College provides a maximum of 500 individual lessons in a week. That is approximately 150 'classes'. That equates to:

- 20 lessons averaging just over 3 students' a lesson
- 70 children daily
- 1 parent each child
- Total: 140 entries for LTS daily (child and parent)

## Hours of Use

Please see attached schedule. Note that it is the College's expectation that the number of learn to swim lessons currently conducted in 'summer' months will be the volume all year round due to the facility being indoors.

## Permissibility

The use of School premises for community use is encouraged. Clause 2B (3) of SEPP (Infrastructure) 2009 provides that:

*An Educational Establishment (including any part of the site and any of its facilities) may be used, with consent, for any community purpose, whether or not it is a commercial use of the Establishment.*

It is submitted that the use of the Aquatic and Fitness Centre for Educational (LTS) and other wider School purposes is a permissible use.

## Centre Management

### • Staff

The facility will be overseen by the Director of Sport and Activities with a number of staff responsible for the administration of the facility:

- Aquatic Centre Manager
- Swim School Manager
- Deck Pool Hand

Other staff working in the pool and fitness areas include:

- Head of Secondary Sport
- Head of Junior Sport
- Learn to Swim Teachers
- Swim Squad Teachers
- PDHPE Staff
- Coaches
- Physiotherapists

### • Cleaning

The facility will be cleaned on a daily basis as is current practice. The College has cleaning contractors managing the whole site and they will be responsible for all public areas, change rooms, pool deck, bathrooms, offices and café.

Cleaning of the pool itself will be managed by a pool contractor ensuring cleanliness and water quality is maintained at all times.

- **Amenities**

The facility will not only comprise the pools and fitness studio, it will also contain:

- A foyer area for the learn to swim pool and public access which will be controlled by automated turnstiles located near a reception area;
- Administration offices and on-deck pool manager office with visibility to both pools;
- Change rooms and bathrooms;
- Café;
- On deck showers;
- On deck storage;
- Grandstand seating for approximately 700;
- Pool control room; and
- Physiotherapy/consultation rooms

- **Food Storage/Preparation**

There will be small café which will serve hot and cold drinks, snacks and pre-packaged food. No food preparation will take place in the café and it will be sourced from the College kitchen which already services two other coffee shops on campus.

- **Emergency Egress**

The College has Emergency Response Procedures and Emergency Evacuation Plans that cover this area of campus (see attached). These will be updated before completion of the new Aquatic and Fitness Centre with the appropriate training provided to staff who work in this area.

- **Fire Protection/Safety**

The College has a Bushfire Protection Safety Plan which is incorporated in the Emergency Procedures (see attached).

- **Patron Car Parking**

The College currently provides a number of car parking spaces which can be used for staff and visitors to the College. These are located at different locations across campus.

Parking specifically servicing the sports and activities precinct are located behind the Senior School Centre/Conde Library and along Mollie Dive field. These spaces currently service patrons using the pool with overflow (albeit limited) in Avon Road near Gate 3 of the College.

The volume of patrons on average across the year is not expected to increase significantly, and where there is any expected increase, these are not in the core operating hours of the College.

- **Acoustic impacts**

The premise of moving from an outdoor to an indoor facility will provide opportunities to better manage sound attributed to the use of the pool. However it should be stated that we do not have any issues or recent complaints with neighbouring residents in this regard.

Further the design of the new facilities has taken in to consideration acoustics inside and outside of the building to ensure minimal impact to the College community.

- **Complaint management**

The College has a Complaints Policy which covers parents, students and members of the local community (copy attached).

- **Incident Register**

Pymble Ladies' College has an Accident/Incident & Injury Reporting Policy and procedures that apply to all employees, students, volunteers and contractors. The policy and procedures provide a mechanism for reporting and recording incidents in accordance with legislative requirements, analysing the data to implement corrective action, monitor and improve the safety of all who may be impacted on by the business of the College.

- **Nomination of responsible people and contact details**

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

Mrs Vicki Waters  
Principal  
[vwaters@pymblelc.nsw.edu.au](mailto:vwaters@pymblelc.nsw.edu.au)  
(02) 9855 7799

Mr David Sexton  
Head of Operational Services  
[dsexton@pymblelc.nsw.edu.au](mailto:dsexton@pymblelc.nsw.edu.au)  
(02) 9855 7799

Mr Cameron Anderson  
Director of Sport and Activities  
[canderson@pymblelc.nsw.edu.au](mailto:canderson@pymblelc.nsw.edu.au)

- **School Code of Conduct**

Attached are copies of the Staff Code of Conduct Policy and Student Code of Conduct Policy.