

# GETTING YOUR FACILITIES FIT FOR SPORT

## INTRODUCTION

The information set out in this document applies to Scotland only and has been developed in line with current [Scottish Government: Exercise & Activity Guidance](#) for Phase 3.

We recommend that you keep up to date with the Scottish Government's guidance on health, physical distancing and hygiene. Facility operators, clubs and participants should be aware of any updates and may need to adapt to changes in the guidance at short notice. Information on the Scottish Government's approach to managing Coronavirus (COVID-19) is available at [Scottish Government: Coronavirus in Scotland Guidance](#).

### Who is this guidance intended for?

It is intended for facility operators to help them plan and prepare for the opening of **swimming pools**, both indoor and outdoor.

This appendix to our [Getting your facilities fit for sport guidance](#) relates to the wider facility and should be read in conjunction with, and not instead of, our overarching guidance. It will direct you to Scottish Swimming's [Back to the Water - Pool Operators COVID-19 Guidance](#) and other technical documents on the swimming pool hall and changing areas.

### Additional considerations

Scottish Governing Bodies of sport (SGBs), clubs and participants should be made aware that the easing of restrictions does not mean that all facilities will open immediately. Owners and operators will require time to consider the implications of opening facilities, putting plans in place to re-engage their staff and setting up operations that ensure the safety of participants, staff and volunteers.

Prior to any activity taking place at a facility, it is the responsibility of the operator to undertake a documented risk assessment, based on their local circumstances. Consider safety first, particularly focusing on minimising the risk of infection/transmission. Appropriate measures must be put in place to ensure participants, staff and volunteers are always protected.

Operators must ensure that all sport-specific organised activity planned and programmed at the facility is fully in accordance with the guidance issued by SGBs – see [Scottish Governing Body specific guidance](#).

Please note it is now more important than ever that operators of facilities develop inclusive plans for everyone, ensuring extra support for people who may need it to be active.

### Four-stage plan



The work carried out at the plan stage should now be put into action. This next stage will help you prepare your facility prior to opening.

## OPERATIONAL GUIDANCE

### Checklist of considerations

- For guidance on the management and operational considerations and actions required to safely re-open the swimming pool and surrounding wet areas, operators should refer to Scottish Swimming's [Back to the Water - Pool Operators COVID-19](#)

The guidance aims to support operators to develop plans to re-open swimming facilities following the period of closure due to Coronavirus (COVID-19) and provides guidance on reducing the risk of transmission within the swimming pool environment.

- The Pool Water Treatment Advisory Group (PWTAG) is the recognised body for swimming water quality standards in the UK. Prior to recommissioning a swimming pool facility, the following advice should also be followed:
  - The Pool Water Treatment Advisory Group [Code of Practice](#)
  - The Pool Water Treatment Advisory Group [The Swimming Pool Water Book](#)
  - The Pool Water Treatment Advisory Group [Technical notes](#).

Operators should also ensure they are operating in accordance with the following guidance and standards:

- BS EN 13451: Swimming pool equipment
- BS EN 15288: Swimming pools for public use
  - Part 1: Safety requirements for design
  - Part 2: Safety requirements for operation.
- HSG 179: Health and safety in swimming pools  
[Guidance for Swimming Pool Operators Managing Lifeguards during COVID-19](#).

## MAXIMUM CAPACITY OF BUILDING

The above guidance deals with the specific requirements within the pool hall but it is also important to consider the maximum capacity of the full building. This is the maximum number of people that can be in the building (both wet and dry sides of the facility) at any one time based on the Scottish Government requirement for physical distancing and the impact ventilation will have on the capacity. The maximum capacity is based on the lower of these figures.

This maximum capacity of the building should not be confused with the maximum capacity of the swimming pool hall set out in Scottish Swimming's guidance.

## VENTILATION

### Checklist of considerations

- Evidence continues to suggest that, in poorly ventilated indoor spaces, airborne aerosols are a possible transmission route. This is why ventilation is an important part of mitigating against the transmission of Coronavirus (COVID-19). Ventilation into the building should be optimised to ensure a fresh air supply is provided to all areas of the facility and increased wherever possible. Particular attention should be given to spaces where high-intensity exercise activity takes place.

Ventilation systems should provide 100% fresh air and not recirculate air from one space to another if possible.

---

- 
- If you have no mechanical ventilation within your facility or your facility is naturally ventilated:
- Doors (not fire doors) and windows should be opened to allow in fresh air 15 minutes before activity and when activity spaces are in use.
  - During the colder months, wind and indoor/outdoor temperature difference are greater and therefore the openings do not have to be opened as wide to create the same airflow.
  - Take care to ensure that open windows do not cause a hazard to anyone moving outside or within activity spaces.
  - It is important to ensure that windows are open even if it is cooler outside. If it is windy, cold or raining then it may not be practical to fully open the windows, but they should be open as far as reasonably possible without causing discomfort.
  - It may be necessary to heat a room more than normal or the space may be colder than previously experienced. Participants should be made aware of the changes and encouraged to wear more layers.
  - Where a room only has openable windows on one side, consideration should be given to areas within the room where air may become stagnant. It is generally considered that rooms can be well ventilated by single-sided ventilation if the depth of the room is less than twice the height. In deeper-plan rooms it is advisable to use a local recirculation unit or fan at the back of the room to enhance air disturbance and reduce the risk of stagnant air.
  - The guidance on physical distancing will inform how many people can safely be involved in activity in each space. Consideration should also be given to reducing the numbers or removing from use any activity spaces that do not have windows, doors or vents to allow natural ventilation.

Please refer to Section 4 in the CIBSE [COVID-19 Ventilation guidance](#) for more detailed information.

- 
- CIBSE guidance suggests that Nondispersive infrared (NDIR) CO<sub>2</sub> sensors can be used to monitor the provision of adequate ventilation to an occupied zone. Indoor ventilation dilutes exhaled CO<sub>2</sub> from occupants and so the CO<sub>2</sub> concentration in a space can be used to demonstrate ventilation rates. A CO<sub>2</sub> concentration of 1000ppm (parts per million) is generally indicative of an outdoor air supply of 8-10 litres per second per person.
-

- 
- If you have mechanical ventilation within your facility:
    - A target ventilation rate of 20 litres per second per person is advised for dry side sports facilities.
    - This may be achieved in one of three ways:
      - a) adjusting ventilation systems to increase fresh air intake
      - b) increasing natural ventilation by opening doors and windows in line with the guidance above for natural ventilation
      - c) controlling numbers by limiting the overall maximum capacity in the building to **9 square metres (sqm)** per person.
    - Reducing occupancy in this way whilst sustaining ventilation flows will increase the typical current 10 litres per second per person flow rate of ventilation to at least 20 litres per second per person as fewer people are being served by the ventilation system.
    - To use this figure, first check that your system is operating at a minimum of 10 litres per second per person, then calculate the net useable indoor facility space available for participants to use – including toilets, locker areas, changing rooms, wash facilities and reception areas – before dividing by nine.
    - All staff, coaches, volunteers, contractors, participants and any supervising parents must be included in your maximum occupancy.
    - The guidance on physical distancing will inform how many people can safely be involved in activity in each space, while never exceeding the overall maximum capacity for the building.

Further information is provided in the CIBSE [COVID-19 Ventilation guidance](#); you can also contact a specialist engineer.

---

## MAXIMUM CAPACITY OF SPACES WITHIN BUILDING

The maximum capacity of activity spaces within the building should be based on the Scottish Government requirement for physical distancing, and with consideration given to the nature of the activities to be undertaken (i.e. if the activity is static or dynamic), the equipment layout and the overall ventilation and configuration of the facility.

### Checklist of considerations

- You must conduct a risk assessment for the facility and the proposed activities that will be undertaken to determine the maximum safe capacity in each of the spaces. The risk assessment must consider the:
  - activities that can be undertaken and the spaces that will be used
  - impact of ventilation on the overall maximum capacity for the building
  - specific measures to be put in place to ensure physical distancing, enhanced hygiene and cleaning
  - additional needs of any participants with disabilities.

We recommend you allow a minimum of **9sqm** per person in all dry side activity spaces to maintain 2m physical distancing. This figure is based on a physical footprint of 1 sqm per person and the requirement to maintain 2m between one another. It is based on a more static activity and may need to be increased in line with the risk assessment.

The guidance on physical distancing will inform how many people can safely be involved in activity in each space, while never exceeding the overall maximum capacity for the building.

If your risk assessment identifies that a facility or specific spaces within a facility cannot be opened safely, or identifies activities that are not safe for staff, coaches or participants, then the facility or spaces must remain closed or activities suspended.

For further information on ventilation and maximum capacities for specific indoor spaces, please refer to [Getting your facilities fit for sport – operational guidance for sports halls](#).

---

## GOOD PRACTICE HELPS SAVE LIVES

If your risk assessment identifies any activity, space or facility that cannot be opened safely then these facilities or spaces must remain closed or the activity suspended.

## CONTACT US

If you have any questions regarding the guidance please get in touch with one of **sportscotland's** Facilities Project Managers at [facilities@sportscotland.org.uk](mailto:facilities@sportscotland.org.uk)

### DISCLAIMER:

This guidance note is provided for general information only. **sportscotland** is not your adviser and any reliance you may place on this guidance is at your own risk. Neither **sportscotland**, nor any contributor to the content of this guidance, shall be responsible for any loss or damage of any kind, which may arise from your use of or reliance on this guidance note. Care has been taken over the accuracy of the content of this note but **sportscotland** cannot guarantee that the information is up to date or reflects all relevant legal requirements. The information and drawings contained in this guidance note are not site specific and therefore may not be suitable for your project, facility or event. We recommend that you obtain professional specialist technical and legal advice before taking, or refraining from, any action based on information contained in this note.

Compiled in partnership with Scottish Swimming



Sport for life

**sportscotland**  
the national agency for sport