Hotel Swimming Pool Cleaning Checklist

Cleaning

DATE	TIME	CHECKED BY
____ / ____ / _____		

POOL WATER & CHEMICAL BALANCE

Free chlorine level _____ ppm 1.0–3.0 ppm

pH level _____ 7.2–7.8

Water temperature _____ °C 26–28 °C

Water clarity — bottom drain visible ☐ Clear ☐ Cloudy

No algae growth on walls or floor ☐ Clear ☐ Issue

☐ Skimmer baskets cleaned

POOL DECK & SURROUND

	OK	ISSUE
Deck clean, no standing water	○	○
No broken tiles or trip hazards	○	○
Drain covers secure and intact	○	○
Loungers and furniture clean and arranged	○	○
Towels stocked at station	○	○

Shade structures or umbrellas in place ☐ OK ☐ Issue ☐ N/A

	OK	ISSUE
Bins emptied and lined	○	○
Plants and landscaping tidy	○	○

SAFETY EQUIPMENT & SIGNAGE

	OK	MISSING
Life ring or rescue pole accessible	○	○
First aid kit stocked and accessible	○	○

	OK	ISSUE
Pool rules sign clearly posted	○	○
Depth markers visible	○	○
"No Diving" signs in shallow areas	○	○
Emergency phone or contact posted	○	○
Pool hours sign current	○	○

Wet floor signs available ☐ OK ☐ Missing

FILTRATION & PLANT ROOM

	OK	ISSUE
Pump running normally	○	○
Filter pressure within range	○	○
Dosing system operational	○	○

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Chemical stocks adequate ☐ OK ☐ Low

	OK	ISSUE
Plant room clean and locked	○	○
COSHH data sheets accessible	○	○

CHANGING ROOMS & SHOWERS

	OK	ISSUE
Floors clean and non-slip	○	○
Showers clean and functional	○	○

	OK	ISSUE
Toilets clean and flushing	○	○
Soap, shampoo, and supplies stocked	○	○

	OK	ISSUE	N/A
Lockers functional	○	○	○
Hair dryer working	○	○	○

POOL STATUS

Pool safe to open ☐ Yes — open pool ☐ No — see issues below

Issues preventing opening

Checked by signature _____

Notes

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