Swimming Pool Daily Operations Checklist

Daily Operations

DATE	POOL FACILITY	OPENING STAFF	CLOSING STAFF
____ / ____ / _____			

PRE-OPENING SAFETY CHECK

- [ ] Pool bottom and drain covers visible and intact
- [ ] No hazards in pool (debris, broken tiles)
- [ ] Deck area clean and free of trip hazards
- [ ] Depth markers visible and accurate
- [ ] Pool rules signage posted
- [ ] Fencing and gates secure (self-closing, self-latching)
- [ ] Anti-entrapment covers on all drains
- [ ] Ladders and handrails secure

WATER QUALITY

Free chlorine _____ ppm 1–3 ppm

pH level _____ 7.2–7.8

Water temperature _____ °C

Water clarity — can see main drain ☐ Yes — clear ☐ Hazy ☐ No — do not open

All readings within range ☐ Yes ☐ No — adjust before opening

EQUIPMENT

- [ ] Pump and filter system running
- [ ] Flow rate / pressure gauge normal
- [ ] Chemical feeder operational
- [ ] Skimmer baskets emptied
- [ ] Vacuum / auto-cleaner removed from pool
- [ ] Pool cover removed and stored (if applicable)

LIFEGUARD & RESCUE EQUIPMENT

- [ ] Lifeguard on duty (certified)
- [ ] Rescue tube / torpedo buoy at station
- [ ] Ring buoy with rope accessible
- [ ] Reaching pole / shepherd's crook available
- [ ] First aid kit stocked
- [ ] AED accessible and status OK
- [ ] Backboard / spinal board available
- [ ] Emergency phone working

FACILITY READINESS

- [ ] Changing rooms clean
- [ ] Showers working
- [ ] Toilets clean and stocked
- [ ] Waste bins emptied
- [ ] Loungers / furniture set out
- [ ] Umbrellas / shade available

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END-OF-DAY CLOSING

- [ ] All swimmers out of pool
- [ ] Pool area swept of personal items
- [ ] Final water chemistry test recorded
- [ ] Pool cover applied (if applicable)
- [ ] Pump timer set for overnight
- [ ] Gates locked
- [ ] Lights off (or security lights on)

Closing staff signature _____

Notes

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