Swimming Pools			
Business Name:		ABN:	
Business Address:			
Contact Person:	Phone:	Email:	

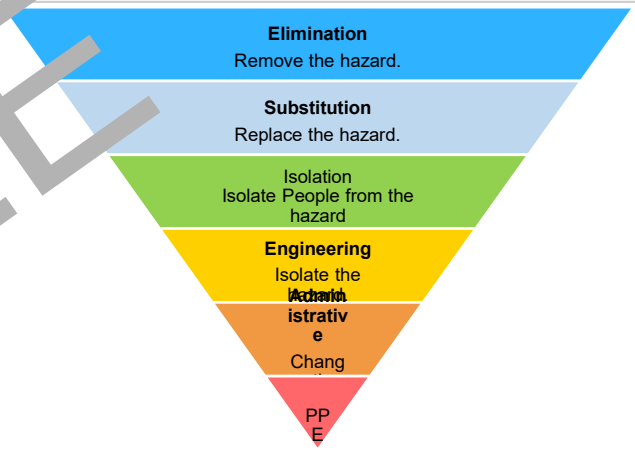
THIS RISK ASSESSMENT IS APPROVED BY THE PCBU OF THE PROJECT		
Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.		
Full Name:		
Signature:	Title:	Date:

CLIENT OR PRINCIPAL CONTRACTOR DETAILS	
Client:	SCOPE OF WORKS
Project Name:	
Project Address:	
Project Manager:	
Contact Phone:	
Date Risk Assessment supplied to Project Manager:	

RISK MATRIX

LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE		
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Rev before work
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACU	2M MO RATE	Ensure control measures in place.
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 H	1L LOW	Monitor and keep records.

HIERARCHY OF CONTROLS



Risk Rating & Required Action:

4A	Stop work. The risk is intolerable. E inate the hazar redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or hi er-level authorisati is required.
3H	Review and approve additional c rols b ask arts. Senior supervisor sign-off needed.
2M	Ensure all nominated controls are in ace and effe ive. Proceed with caution; monitor conditions.
1L	Proceed, following standard operating procedures Monitor and keep records.

Consequence Scale:

Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
Catastrophic	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
Major	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
Moderate	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
Minor	First-aid only, no lost time	negligible delay	Isolated non-conformance
Insignificant	No injury	no schedule impact	Deviation caught and corrected on site

Notes on Hierarchy of Controls:
Remember to apply controls in the preferred order shown by the coloured pyramid:

1. **Eliminate**
2. Substitute
3. Isolate
4. Engineering
5. Administrative
6. PPE

Always document **why** a lower-order control is accepted if elimination or substitution is not reasonably practicable.

aligned with Safe Work Australia's Managing the risk of fatigue at work *(2023) and ISO 45001:2018 clauses 6–8.*

JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Governance, Legal Compliance and WHS Duty of Care	• Inadequate understanding of primary duty of care and officer due diligence obligations under WHS Act 2011 in relation to swimming pool construction, installation and maintenance activities • Failure to identify and comply with applicable State and Territory pool safety, barrier, electrical, plumbing, and building legislation, codes of practice and Australian Standards (e.g. AS 1926 series for pool safety barriers, AS/NZS 3000 for electrical work) • Absence of a documented WHS management system specifically addressing concrete pool construction, fibreglass pool installation, pool frameworks, spas and ongoing pool maintenance • Poor consultation with workers, contractors, subcontractors and health and safety representatives about pool-related risks and control measures • Lack of clear allocation of WHS responsibilities between PCBU, principal contractor, pool builder, sub-trades (electrical, plumbing, formwork, excavation) and maintenance contractors • Inadequate processes to ensure safe design and orientation of pools and spas in relation to services, boundaries, access and potential environmental hazards • Insufficient due diligence by officers in verifying that adequate resources, competent people and effective systems are in place for all pool and spa projects	High	• Establish, implement and maintain a formal WHS management system aligned with WHS Act 2011 and relevant regulations, covering concrete pools, fibreglass pools, spas, pool frameworks and maintenance activities • Develop and maintain a legal register identifying all relevant WHS, building, electrical, plumbing and pool safety legislation, Australian Standards and codes of practice, and review it at least annually or when legislation changes • Define and document WHS roles, responsibilities and accountabilities for officers, managers, supervisors, leading hands, project managers and maintenance coordinators specific to pool projects • Implement a documented due diligence process for officers including regular WHS performance reporting, verification activities (site walks, audits, document reviews) and resourcing decisions recorded in governance minutes • Embed WHS requirements for swimming pool installations into company policies, project management procedures, contract templates and procurement documents for all pool-related works • Establish structured worker and contractor consultation mechanisms such as WHS committees, toolbox talks and pre-start meetings that specifically address upcoming pool construction, installation and maintenance risks • Implement a documented pool design and orientation review process that requires WHS review of plans prior to approval, including assessment of site slope, proximity to underground and overhead services, access, neighbouring properties and environmental factors • Ensure all WHS policies and procedures explicitly reference high-risk construction work obligations where applicable (e.g. work in or near excavations, work at height, work near live services) for pool projects • Schedule periodic external or internal compliance audits against WHS Act 2011 duties and relevant pool safety legislation and ensure non-conformances are tracked and closed out • Maintain records of all governance decisions relating to WHS resourcing, risk tolerance, and system improvements for pool activities	Medium
2. Design, Engineering and Orientation of Pools and Spas	• Inadequate structural and geotechnical design for concrete and fibreglass pools, leading to cracking, collapse or ground movement risks during construction and lifecycle • Poor orientation and layout of pools, spas and frameworks resulting in unsafe	High	• Require all concrete and fibreglass pool designs, including frameworks and spas, to be completed or verified by appropriately qualified engineers and designers, with calculations and certifications kept on file • Implement a formal design review and risk assessment process (e.g. Safety in Design) for every pool project, documenting identified WHS risks and embedded design controls	Medium

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
	access, fall hazards, difficult maintenance access and non-compliance with barrier requirements • Failure to coordinate design between pool shell, frameworks, reinforcing, hydraulics, filtration, plant rooms and electrical systems leading to unsafe installation interfaces • Design not considering safe future maintenance of pumps, filters, chemical dosing systems, lighting and covers, leading to exposure to hazardous chemicals, electrical risks and confined access • Inadequate design controls for suction outlets and entrapment hazards in pools and spas • Failure to identify existing underground and overhead services at design stage, creating later excavation, penetration and electrocution hazards • Insufficient consideration of drainage, stormwater and overland flow paths causing flooding, erosion, undermining of pool structures • Lack of integration between architectural design, temporary works (shoring, formwork, access) and permanent pool structure, leading to unstable frameworks or poor access during construction • Inadequate specification of slip-resistant surfaces, handrails and steps in and around pools and spas		• Mandate use of compliant suction outlet configurations, covers and circulation design in accordance with relevant Australian Standards and industry best practice to minimise entrapment risk • Integrate safe access and egress, slip-resistant finishes, handholds and clear steps into the design of pools, spas and surrounding areas, with specifications referencing relevant standards • Include maintenance access requirements in design briefs (clearances, walkways, lifting points, ventilation, lighting, drainage) for plant rooms, filters, pumps and chemical storage areas • Require detailed services location and clash detection during design using Dial Before You Dig information, survey data and services plans, with no-go zones and service offsets clearly documented • Specify temporary works requirements (e.g. excavation support, framework bracing, formwork capacity) in design documentation, including engineered designs for complex or deep excavations and large frameworks • Incorporate drainage design that prevents ponding around pools, undermining of structures and directs splash-out water to appropriate drainage systems • Implement a formal design change management process requiring WHS impact assessment and approval before any change to pool orientation, depth, structure, or plant layout is implemented • Maintain a controlled set of approved pool and spa standard designs and details, with version control and access restricted to authorised personnel	
3. Procurement, Contractor Management and Supply Chain	• Engagement of pool builders, installers, crane operators, excavators and maintenance contractors without verification of WHS competence, licences and insurances • Procurement of substandard or non-compliant materials and equipment (e.g. fibreglass shells, reinforcing steel, pool	High	• Implement a contractor prequalification system requiring evidence of WHS systems, licences, insurances, high-risk work licences and relevant experience for all pool construction, installation and maintenance contractors • Embed clear WHS performance expectations, incident reporting requirements, consultation mechanisms and right-to-audit clauses in all pool and spa related contracts and service agreements • Develop procurement specifications that mandate compliance with relevant Australian Standards for pool shells, frameworks, barriers, electrical components, circulation systems and plant	Medium

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	frameworks, barriers, ladders, plant) that do not meet Australian Standards • Inadequate WHS requirements in contracts and purchase orders for pool and spa construction and maintenance services • Fragmented supply chain for concrete pool construction and fibreglass pool installation leading to unclear interfaces and unmanaged handover risks • Failure to ensure suppliers provide safety data sheets (SDS), safe use information and compatibility details for pool chemicals and maintenance products • Limited oversight of hire plant (e.g. pumps, compactors, generators, elevated work platforms) used for pool projects, resulting in unsafe or poorly maintained equipment on site • No systematic vetting of pool maintenance subcontractors entering residential properties, creating unmanaged lone work [illegible] interaction and reputational risk		• Establish an approved supplier list for critical items such as fibreglass shells, structural steel, formwork systems, cranes and chemical dosing systems, based on WHS and quality performance • Require all suppliers of pool chemicals and maintenance products to provide current SDS and manufacturer instructions, and integrate these into chemical management procedures and training • Implement a plant and equipment acceptance procedure for hired plant, including evidence of inspection, maintenance records and operator manuals, prior to delivery to pool sites • Include specific requirements in pool maintenance contracts covering lone worker procedures, customer interaction protocols, access controls and emergency response expectations • Use formal handover checklists and coordination meetings when multiple contractors are engaged on the same pool project to clarify scope boundaries, interfaces and WHS responsibilities • Monitor contractor WHS performance through audits, inspections, incident reviews and KPIs, and use outcomes to inform future procurement decisions • Maintain centralised records of contractor prequalification, performance reviews, non-conformances and corrective actions for all pool-related contracts	
4. Project Planning and Construction Management for Pool Installations	• Inadequate planning of excavation, formwork, steel fixing, concrete placement and fibreglass shell placement leading to unstable excavations or frameworks and uncontrolled collapse risk • Poor sequencing and coordination of trades around pool excavations, frameworks and partially installed pools leading to congestion, conflicting activities and increased exposure to falls and struck-by hazards • Failure to identify and manage high-risk construction work obligations associated with deep excavations, work near services, work at height and use of cranes for pool shells or frameworks • Limited planning for site access, delivery routes, crane pads and	High	[redacted]	Medium

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
	exclusion zones for concrete pool and fibreglass pool installations • No systematic approach to bad weather, groundwater, flooding or soil instability affecting pool excavation stability and framework integrity • Inadequate planning for temporary barriers, signage and separation of the public, clients and children from pool construction areas • Poor integration of spa installation and pool framework works into overall program, leading to rushed activities and bypassing of controls		[redacted]	
5. Site Access, Traffic Management and Residential Interface	• Uncontrolled movement of trucks, concrete agitators, cranes and delivery vehicles in residential streets and confined driveways around pool installation sites • Inadequate traffic management for pedestrians, neighbours, clients and children near pool excav[illegible] frameworks and liftin[illegible]perations • Restricted site ac[illegible]ss creating pressure for unsafe [illegible]ort[illegible]such lifting over occupied dwellings, worki from roadways or removing bounda fences without controls • Poorly managed interaction between construction workers and occupants of residential or commercial premises during pool construction, installation and maintenance • Lack of clear access arrangements for routine pool maintenance creating risks of slips, trips, falls and manual handling when moving equipment and chemicals • Blocked driveways, emergency access routes or hydrants due to poorly planned pool construction logistics	High	[redacted]	Medium

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			[redacted]	
6. Excavation, Ground Conditions and Structural Stability Management	• Unassessed ground conditions and soil types at pool locations leading to excavation wall collapse or undermining of nearby structures, including houses and fences • Inadequate planning for groundwater, seepage and stormwater which can destabilise pool excavations, frameworks and concrete works • Failure to locate and manage underground services (electrical, gas, water, sewer, telecommunications) within or near pool excavation and framework areas • Poor spoil management resulting in surcharge loads on excavation edges blocking access and egress routes • Insufficient monitoring of excavation condition over time, pa[illegible] where pool excavations re[illegible]in open for extended periods [illegible]or to shell installation • Lack of clear exclusion zones arou[illegible] open excavations and unstable gro[illegible]d, increasing risk of falls and plant [illegible]tering collapse zones	High	[redacted]	Medium
7. Plant, Equipment and Lifting Operations for Pool Construction	• Use of cranes, excavators, skid steers, concrete pumps and other plant for pool construction and fibreglass shell installation without adequate planning or verification of competency • Improperly planned lifts of fibreglass shells, concrete panels, frameworks or heavy pool equipment over structures, people or public areas • Poor maintenance and inspection of plant used for pool works leading to	High	[redacted]	Medium

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
	mechanical failure, dropped loads or loss of control • Lack of standard controls for working in proximity to overhead powerlines or underground services during lifting and excavation • Inadequate management of noise, vibration, fumes and dust generated by plant during pool construction and maintenance • Uncontrolled use of small powered tools (cut-off saws, grinders, drills) for reinforcing, frameworks and tiling around pools contributing to laceration, eye damage and dust exposure		[redacted]	
8. WHS Competency, Induction, and Training for Pool Projects	• Workers and contractors involved in concrete pool construction, fibreglass pool installation, spa installation and pool maintenance lacking appropriate WHS knowledge and task-specific training • No structured induction covering unique hazards of pool sites such as deep excavations, water, chemicals, lifting of shells, and working in residential environments • Inadequate supervision of apprentices, new starters or labour hire personnel on high-risk pool tasks • Failure to provide or verify specialist training required for handling pool chemicals, confined or restricted access plant rooms and electrical isolation • Poor understanding by supervisors and managers of WHS Act 2011 duties and how they apply in small residential pool projects and ongoing maintenance contracts • Limited refresher training and competency reassessment for critical	High	[redacted]	Medium

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
	tasks (e.g. excavation supervision, crane dogging, chemical dosing system maintenance)		[redacted]	
9. Health Risk Management (Chemicals, Noise, Sun and Psychosocial Factors)	• Exposure of maintenance workers and pool technicians to hazardous pool chemicals (chlorine, acids, algaecides, stabilisers) during transport, storage, dosing and disposal • Inadequate ventilation and confined space-like conditions in plant rooms, pits or enclosed spaces around pumps, filters and heaters • Prolonged exposure to UV radiation, heat and adverse weather for outdoor pool construction and maintenance crews • Noise exposure from pumps, generators, saws, compaction equipment and other plant during pool works • Psychosocial risk[illegible]or workers operating alone du[illegible]g pool maintenance at priv[illegible]ices, including exposure to aggressive customers, dogs and remote work conditions • Cumulative musculoskeletal strain from repetitive tasks such as vacuuming, brushing, manually dosing chemicals, carrying equipment and bending around pool edges	[illegible]h	[redacted]	Medium
10. Public, Client and Child Safety during Pool Works	• Open pool excavations, partially completed pools or spas and incomplete barriers accessible to the public, clients or children • Installation activities (crane lifts, concrete pumping, framework erection) conducted near neighbouring properties	High	[redacted]	Low

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
	and public spaces without adequate separation • Unsafe temporary access arrangements across or near pool works for occupants, visitors and pets • Lack of clarity on responsibility for interim and final pool barriers during construction and after handover • Inadequate communication with clients about hazards, restricted areas and responsibilities during ongoing pool construction and early maintenance stages • Public exposure to noise, dust, debris and traffic from pool construction in residential settings		[redacted]	
11. Emergency Preparedness, Incident Management and First Aid	• Lack of coordinated emergency response planning for incidents during pool excavation, concrete placement, fibreglass shell installation or maintenance activities • Inadequate prepa[redacted]ion for drowning or near drowning em[redacted]gencies in p[redacted]ially filled pools, spas o[redacted]ater [redacted]res during construction and commissioni • Poor readiness for chemical spill[redacted] splashes or gas releases [redacted]ol maintenance chemicals and dosing systems • Delayed response to medical emergencies, structural collapse, electrocution or entrapment due to unclear roles and communication channels • Under-reporting of incidents, near misses and hazards on pool projects, limiting learning and improvement opportunities	High	[redacted]	Medium

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			[redacted]	
12. Quality Assurance, Inspection, Handover and Lifecycle Maintenance	• Inadequate inspection and verification of construction quality for concrete pools, fibreglass pools, frameworks, barriers and services leading to latent failures and safety risks • Lack of structured handover processes to clients, including explanation of safety features, maintenance requirements and limitations • Poor documentation of as-built conditions, services locations and structural details for future maintenance or modification activities • Failure to plan and manage ongoing maintenance of pool structures, barrier[redacted] chemical systems and plant rooms leading to long-term deterioration and increased WHS risks • Inconsistent inspecti[redacted] and testing of safety-critical syste[redacted]s such as residual current devices, li[redacted]ing, pump[redacted]tion outlets, covers and [redacted]	Medium	[redacted]	Low

EMERGENCY RESPONSE – CALL 000 FOR EMERGENCIES

Ensure to have an Emergency Management Plan in place as well as adequate numbers of trained first aid staff with easy access to fully stocked first aid kits, rescue equipment, material safety data sheets, adequate access to emergency communication equipment and fire-fighting equipment suitable for all classes of fire and ignition sources.

LEGISLATIVE REFERENCES

RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCES FOR ANY STATE THAT ARE NOT APPLICABLE

Queensland & Australian Capital Territory
Work Health and Safety Act 2011
Work Health and Safety Regulations 2011
Legislation QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws
Codes of Practice QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice
Legislation ACT: https://www.worksafe.act.gov.au/laws-and-compliance/acts-and-regulations
Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice

New South Wales
Work Health and Safety Act 2011
Work Health and Safety Regulations 2025
Legislation NSW: https://www.safework.nsw.gov.au/legal-obligations/legislation
Codes of Practice NSW: https://www.safework.nsw.gov.au/resource-library/list-of-codes-of-practice

Northern Territory
Work Health and Safety (National Uniform Legislation) Act 2011
Work Health and Safety (National Uniform Legislation) Regulations 2011
Legislation NT: https://worksafe.nt.gov.au/laws-and-compliance/workplace-safety-laws
Codes of Practice NT: https://worksafe.nt.gov.au/forms-and-resources/codes-of-practice

South Australia
Work Health and Safety Act 2012 (SA)
Work Health and Safety Regulations 2012 (SA)
Legislation for SA: https://www.safework.sa.gov.au/resources/legislation
Codes of Practice for SA: https://www.safework.sa.gov.au/workplaces/codes-of-practice#COPs

Tasmania
Work Health and Safety Act 2012
Work Health and Safety (Transitional and Consequential Provisions) Act 2012
Work Health and Safety Regulations 2012
Work Health and Safety (Transitional) Regulations 2012
Legislation for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations
Codes of Practice for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice

Details of permits, licenses or access required by regulatory bodies (add or delete as required):

- Permits from local council
- Authorisation to commence work
- Any required documents.

Victoria
Occupational Health and Safety Act 2004
Occupational Health and Safety Regulations 2017
Legislation VIC: https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and-regulations
Codes of Practice VIC: https://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice

Western Australia
Work Health and Safety Act 2020
Work Health and Safety Regulations 2022
Legislation Western Australia: https://www.commerce.wa.gov.au/worksafe/legislation
Codes of Practice WA: https://www.commerce.wa.gov.au/worksafe/codes-practice

Safe Work Australia Links
Law and Regulation (All States): https://www.safeworkaustralia.gov.au/law-and-regulation
Model Codes of Practice: https://www.safeworkaustralia.gov.au/resources-publications/model-codes-of-practice

Model Codes of Practice

- Managing noise and preventing hearing loss at work
- Confined spaces
- Labelling of workplace hazardous chemicals
- Managing risks of hazardous chemicals in the workplace
- Welding processes
- First aid in the workplace
- Managing the risk of falls at workplaces
- Hazardous manual tasks
- Managing the risk of falls in housing construction
- Managing electrical risks in the workplace
- Demolition work
- Excavation work
- Work health and safety consultation, cooperation and coordination
- Managing the work environment and facilities
- How to manage work health and safety risks
- Managing risks of plant in the workplace
- Construction work