

ADDING WATER TO THE POOLS

Purpose: Outline the policy and procedures for adding water to the desired pool/spa within the Gabrielsen Natatorium.

Scope: This policy applies to all Aquatic Managers and Senior Mangers within the area of Aquatics

Policy:

- I. As needed, water may be added to the desired pool to the required level
- II. Pool water should always be filtering over the edge of each pool into the drain

Procedure:

- I. To add water to the pools/spa:
 - a. Locate fill tube/fill wheel for the desired pool
 - i. 50 Meter- On the left side of pump room next to desk. Is labeled *50 Meter*
 - ii. Dive Well- On the left side of the pump room next to the 50 Meter fill tube. Is labeled *Dive Well*
 - iii. Rec Pool-Located on the back wall near the chlorine room. Is labeled *Rec Pool*
 - iv. Spa-Located next to the Rec Pool fill tube. Is labeled *Spa*
 - b. Rotate desired fill wheel counter-clockwise until water begins to flow into pipe. Water should be at a steady stream but not too strong that it floods the fill tube
 - c. Monitor pool until water reaches desired level
 - d. Turn wheel clockwise until water stops flowing