

## **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 Managers 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. Labeled Dive Well
    - iii. Rec Pool-Located on the back wall near the chlorine room. Labeled Rec Pool
    - iv. Spa-Located next to the Rec Pool fill tube. Labeled Spa
  - b. Rotate desired fill wheel counterclockwise 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