

TECHNICIAN _____ DATE _____

OPENING THE POOL*

- Turn off pool and deck lights, turn on bathhouse and office lights.
- Inspect all grounds: Fence, gates, safety equipment, handrails, ladders, deck, chairs, etc. Make sure everything is safe, clean, and in good condition.
- Pick up any trash and empty containers in the pool area.
- Hose down pool deck; wash away from the pool.
- Check drain cover to ensure it is attached and fully intact, not cracked or chipped.
- Clean any debris from the pool.
- Check inlet and outlet fittings.
- Check walls for stains or algae; brush walls and bottom, scrub scum line.
- Measure water temperature.
- Vacuum pool. Clean vacuum. Clean hair and lint strainer.
- Empty and clean skimmer basket(s) or gutters.
- Perform water chemical tests*. Record results on Swimming Pool Report.
 - Free chlorine should be between 2.0 and 4.0 ppm
 - pH should be between 7.4 and 7.6 ppm
- Check chemical reservoir level.
- Check flow rate, pump pressure, and vacuum gauge readings.
- Backwash filters if gauge pressure is 8 to 10 lbs. above normal pressure.
- Check for leaks in the pump room.
- Check pool water level for optimal skimmer operation.
- Check all safety equipment; make sure it is in the right place.
- Make note of any necessary maintenance; give list to supervisor.
- Check bathrooms and changing rooms; stock and tidy up as necessary.

**Local codes may require pH and sanitizer to be tested multiple times each day. Know your local codes. Weekly chemical tests should include alkalinity, calcium hardness, and cyanuric acid.*

CLOSING THE POOL**

- Remove trash and any debris from deck; empty garbage cans, replace bags.
- Straighten or stow deck furniture.
- Check water level to ensure optimal skimming.
- Perform end-of-day sanitizer and pH tests as needed.
- Check chemical reservoir level.
- Check drain to ensure it is attached and fully intact.
- Check all safety equipment; make sure it is in the right place.
- Check and record pump pressure and vacuum gauge readings.
- Clean bathrooms and changing rooms; stock and tidy up as necessary.
- Make note of all maintenance jobs to be completed before reopening; give list to supervisor.
- Turn on all deck and other security lights or alarms.

***Consult local bathing codes and other related regulations to ensure compliance with all rules.*