

## Design

# “WET” AND “DRY” SPORTS FACILITIES BASIC CHECKLIST

These Information Notes are intended to act as a general checklist to help everyone who needs to undertake a design appraisal of wet and dry sports facilities. For more detailed information, please refer to the appropriate Design Guidance document on the Sport England website at [http://www.sportengland.org/index/get\\_resources/resource\\_downloads/design\\_guidelines.htm](http://www.sportengland.org/index/get_resources/resource_downloads/design_guidelines.htm) and as listed at the end of this document.

### Check whether THE SITE LAYOUT

- provides sufficiently clear space around the building
- provides a clearly defined pedestrian approach to the main entrance from the site boundary
- provides safe pedestrian routes within the site
- separates pedestrian routes from service access and plant/chemical store ventilation outlets
- provides access for service vehicles and ambulances
- provides recommended car parking provision
- separates staff car parking from public car parking
- provides space for coach parking for school parties
- provides space for ambulance parking
- provides disabled persons parking and ramped access to main entrance approach
- provides space for bicycle parking
- provides a screened service yard for refuse bins and service access
- allows visual supervision of main entrance approach from offices
- provides for visitor security in relation to landscaping Provides space for future expansion

### Check whether THE OVERALL BUILDING ORGANISATION

- provides an appropriate mix/scale of accommodation
- provides an ordered sequential layout
- provides an economic use of space
- provides access for wheelchair users to all public areas
- provides a rational layout for easy supervision
- provides a circulation layout which allows for future expansion
- provides adequate means of escape
- allows the possibility of linkage to existing sport~/social facilities

### Check whether THE MAIN ENTRANCE

- is sufficiently prominent
- provides adequate protection
- provides an adequate environmental barrier, minimum clear horizontal dimension of 2m

### Check whether THE ENTRANCE FOYER

- provides sufficient circulation space for the size of the facility
- provides a clearly defined circulation route from the entrance to the reception desk
- provides sufficient breathing space between the entrance and the reception desk
- ensures that all visitors are channelled past the reception desk
- provides access for wheelchair users
- allows separate queuing for “wet” and “dry” facility users
- defines the entry and exit channels
- provides no cross circulation in front of the reception desk

- provides adequate circulation space beyond the reception desk to allow visitors to orientate themselves.
- provides no access to facilities before the reception desk
- provides casual seating space
- provides views into the pool hall/other activity areas
- provides wall space for information, displays and a public telephone
- provides space for vending and games machines
- provides space for pushchairs and prams
- provides space for casual seating

**Check whether THE RECEPTION DESK**

- staff have good views of the entrance foyer, main circulation, social area, push-chair/pram storage
- is linked to other staff/office accommodation
- provides direct access to any public spaces, including the pool hall and/or changing areas
- provides a link to the safe for storing money
- design provides adequate security
- provides sufficient working space for staff and their various functions e.g. till, bandboard, telephone switchboard, PA system, etc
- provides sufficient storage space for equipment
- provides space for security alarm and fire alarm controls
- provides space for CCTV monitoring screens (if required) –
- provides space for equipment display
- provides suitable space for the public to queue at pay points to cater for maximum demand
- provides sufficient space for staff circulation
- design is suitable for people with disabilities as well as able bodied
- design is suitable for children
- design is suitable for staff working at VDU monitors

**Check whether THE OFFICE ACCOMMODATION**

- scale of provision is appropriate to the size of the facility
- provides a public waiting area
- provides stationary storage space
- provides quiet working conditions and yet access for public and staff
- is linked to the reception desk
- is linked to a main circulation route which has access to the pool hall / sports hall
- allows indirect access to the Manager's office
- provides space for staff meetings
- provides views of external main approach
- provides access for people in wheelchairs
- provides adequate means of escape

**Check whether THE A1TENDANT STAFF ACCOMMODATION**

- scale of provision is appropriate to the size of the facility
- provides a staff rest room with a sink unit, cooker etc.
- provides staff changing, clothes storage and showers
- is appropriately sited with easy access to the office accommodation and the pool hall/sports hall
- allows external views from the staff room
- provides access for people in wheelchairs
- provides adequate means of escape

**Check whether THE SOCIAL VIEWING AREA**

- scale of provision is appropriate to the size of the facility
- provides space for tables and chairs
- provides space for vending and games machines
- provides for storage space for vending products
- provides wall space for a public telephone
- allows views of the pool hall/other activity areas
- provides access for people in wheelchairs
- allows access to the pool hall
- vending machines are closely linked to the refreshment area
- is physically separated from the pool hall (i.e. For comfort, preventing direct communication)
- provides screening from balls and shuttlecocks (i.e. for sports hall viewing)
- has unobtrusive lighting (i.e. to prevent distraction to sports hall users)
- provides adequate means of escape

**Check whether THE SNACK AND LICENSED BAR AREA**

- scale of provision is appropriate to the size of the facility
- provides a snack bar servery, food preparation and related storage areas
- provides a bar servery and related storage areas
- provides access for people in wheelchairs
- location will attract customers
- provides flexibility for sub-dividing the area for parties/receptions
- provides a close link between the snack bar and licensed bar areas
- provides a close link between the snack/licensed bar and external access for goods delivery
- provides a hoist/lift for upper floor snack/licensed bar areas
- layout allows views of the pool hall from the snack bar
- circulation prevents access to any public areas via the licensed bar
- layout allows physical separation of the snack and licensed bar areas
- provides adequate means of escape

**Check whether THE PUBLIC TOILET ACCOMMODATION**

- scale of provision is appropriate to the size of the facility
- provides a WC for wheelchair users of either sex
- is reasonably accessible from the social/viewing areas
- has direct access from both the changing and social areas (i.e. for wet and dry sports centres)
- layout provides privacy at the entrances to prevent people from viewing into the toilet areas from the circulation space
- layout provides accessible ducts for accommodating the WC cisterns/pipework
- refer to BS6465 – 1 Sanitary Installations
- provides suitable accommodation for people of the Muslim faith, people with small children who may need a little more space and privacy

**Check whether THE “WET” CHANGING AND CLOTHES STORAGE ACCOMMODATION**

- scale of provision is appropriate to the size of the facility
- layout meets the recommended dimensional standards for changing accommodation and circulation
- provides a grooming area close to the main access comprising a mirror, shelf and hard wired hairdryer. ! no. grooming point per 20 female changing room spaces and 1 per 30 male changing room spaces
- provides a pram/baby buggy space close to the main access

- provides for family and disabled changing
- provides baby changing facilities
- provides privacy barriers at the entrances to any single sex changing areas
- provides access for people in wheelchairs
- provides the type of changing (i.e. single or mixed sex), which is appropriate to the various user groups
- layout does not generally combine the “wet” and “dry” changing
- layout allows flexibility for varying the ratio of male and female changing/clothes storage spaces
- layout provides clear circulation between the entrance and pool hail, with limited repetitive/cross circulation
- layout allows easy supervision
- layout allows for safe access/circulation with no changes in floor level
- layout has been considered in relation to floor drainage
- allows direct access to the toilet areas en-route to the pool hall

**Check whether THE “DRY” CHANGING, CLOTHES STORAGE, SHOWER ACCOMMODATION**

- scale of provision is appropriate to the size of the facility and different user groups
- provides locker provision in relation to the number of people using the facility over a one hour period
- provides shower provision in relation to the number of changing spaces
- layout meets the recommended dimensional standards for changing accommodation and circulation
- provides a grooming area close to the main entrance
- provides privacy barriers at the entrance to the changing rooms
- provides access for people in wheelchairs
- layout allows flexibility for varying the ratio of male and female changing/clothes storage spaces
- layout provides clear circulation between the entrance, changing area, clothes storage (if provided inside the changing rooms) and showers with limited repetitive/cross circulation
- layout allows easy supervision
- layout allows for safe access/circulation with no changes in floor level
- layout provides a drying area between the showers and the changing area
- layout provides accessible ducts for accommodating shower pipework etc

**Check whether THE POOL TOILET ACCOMMODATION**

- scale of provision is appropriate to the size of the facility
- provides access and provision for disabled people and wheelchair users
- is easily accessible from the main circulation
- provides suitable accommodation for people of the Muslim faith with regard to orientation of toilet facilities proportionate to the community profile, hygiene facility to wet clean rather than dry clean in a WC, and privacy in changing, toilets and showering proportionate to the community profile
- provides suitable accommodation for people with a modesty preference who do not wish to change or shower in an open plan environment
- provides suitable accommodation for people with small children who may need a little more space and privacy

**Check whether THE PRE/POST SWIM SHOWERS**

- scale of provision is appropriate to the size of the facility
- provides access for people in wheelchairs
- layout allows prominent siting of the pre-swim showers (e.g. pool side)
- layout allows privacy for post-swim shower users

- layout does not include footbaths and if provided, allows alternative access to the pool hall
- layout allows safe access to the pool hall i.e. no changes in floor level

#### **Check whether THE POOL HALL**

- access is not close to deep water (i.e. 1.2m +)
- access is close to deep water in existing pools and whether barrier rails have been provided
- provides access for people in wheelchairs
- layout allows for safe circulation around the perimeter of the pool tank(s) and to any water experience features
- layout allows for easy supervision
- layout allows informal viewing of shallow water areas (e.g. learner pool, beach area, waterslide catch/splash pools)
- layout prevents noise transfer between different water areas
- main control point has good overall views of the pool hall
- windows/roof glazing are not likely to cause glare/specular reflection
- windows/roof glazing are protected against body/ball impact (ie. if pool is used for water polo)
- surround widths meet ASA/SC recommended dimensional standards
- layout allows for spectator seating provision, which meets recommended dimensional/ASA requirements
- layout allows for social events with space for discos and a portable bar
- layout provides sufficient space for planting, heated seats etc.
- provides space for storage of pool cover and other pool equipment e.g. lane rope reels
- provides access to a first aid room
- provides access to a pool equipment store
- provides access to a cleaners store
- provides access to plant and associated areas
- provides adequate means of escape

#### **Check whether THE POOL TANK(S)**

- dimensions meet the ASA/FINA recommended requirements for all pools used for training and competition
- layout/design meets the ASA/FINA recommended requirements for all pools used for training and competition (e.g. lane markings/raised pool ends)
- layout allows for safe and easy access/egress
- layout provides no concealed water areas
- layout allows physical separation of diving with other major activities
- profile is appropriate for the anticipated user groups
- layout allows flexible use by various user groups (e.g. by use of bulkhead/movable floor)
- gradient does not exceed 1 in 15 in water depths of less than 1.5m
- profile provides recessed rest ledges/grab rails
- profile provides no permanent starting blocks (except for those pools used for regular training/competition)
- profile provides adequate hand support in deep water areas
- profile provides no hazardous underwater features
- provides acceptable access to water for disabled and elderly users.

#### **Check whether THE POOL TANK EQUIPMENT**

- meets the latest ASA/FINA, European standards
- location will not create unsafe conditions for the users (e.g. glare)
- includes the provision of drowning alert system

**Check whether THE FIRST AID ROOM**

- is the only appropriate solution to meet the requirement to provide First Aid facilities. Undertake a detailed risk assessment. Provide such First Aid facilities and in such locations as appropriate to meet the hazards and risks identified
- if provided, meets the recommended minimum standard for floor area, furniture and equipment
- layout will accommodate the essential equipment
- provides access to external hardstanding for ambulance
- access door(s) is the appropriate width

**Check whether THE POOL EQUIPMENT STORE**

- provides sufficient space for all pool equipment e.g. swimming aids, float lines, starting blocks, chairs etc.
- access door(s) is the appropriate width

**Check whether THE CLEANERS STORE**

- provides sufficient space for equipment and materials
- provides wall space for shelves
- provides space for bucket sink
- provides a hose down point
- access door is the appropriate width

**Check whether THE SPORTS HALL**

- dimensions meet the latest Sport England/NGB requirements as stated in the Guidance documents
- layout for the various sports activities to be accommodated meets the latest Sport England/NGB requirements as stated in the Guidance documents
- structural grid relates to the badminton court layout
- wall surfaces are flush with no projections or sharp corners. The surface must be consistent in colour and texture, and have a reflectance value of 0.5. The ceilings must have a reflectance value of 0.9.
- floors where sports or movement activities will take place must comprise a specification which complies with BS7044 Part 4 and from April 2006 complies with Pr BS EN14904 which replaces it
- provides a reasonable division and cricket netting layout which relates to door openings
- provides appropriate access to an equipment store(s)
- provides adequate means of escape
- access door swings do not project into the sports hall
- walls and roof construction/surfaces will not create any rest ledges to harbour dust or objects, e.g. shuttlecocks
- building services duct work will not harbour dust or objects
- lighting (i.e. artificial and natural, if provided) will not cause glare to users
- lighting is capable of safe maintenance and replacement
- bleacher seating, storage and layout (if required) is reasonable in relation to the activity layout and door openings (i.e. access and storage doors)

**Check whether THE SPORTS HALL EQUIPMENT STORE(S)**

- area is sufficient for the size of the sports hall
- provides a separate mat storage area of 1 hour fire construction & mechanically ventilated directly to external air
- provides a clear door opening width which takes into account the type of equipment being stored and any transporters used for handling
- provides a clear door opening height of not less than 2.21m
- location will allow easy distribution of equipment

### Check whether THE PLANT ROOM

- layout allows adequate space for safe inspection, maintenance and replacement of equipment/plant including compliance with the requirements of the DDA
- layout allows safe access to ventilation equipment for maintenance inspection/replacement
- layout allows space for a holding tank (i.e. for filter backwashing water), if required
- provides external access for staff, equipment and delivery of chemicals
- provides internal access for staff
- is located close to the deep water area
- layout provides a separate, ventilated chemical store
- allows access to a balance tank not off the chemical store
- pump pit is at a similar floor level to the deep end pool tank bottom
- provides direct external access to hardstanding area
- external access door(s) is the appropriate width

### Check whether THE ELEVATIONAL TREATMENT

- promotes the appropriate image i.e. welcoming, community pride, etc
- takes into account security of the building
- provides low maintenance, durable materials
- provides appropriate glazing to the pool hall and sports hall
- provides evidence of the name of the centre and clear sign posting

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### Further Reference

#### Sport England Design Guidance documents:

*Access for Disabled People*  
*Changing Rooms & Lockers*  
*Sports Halls – Design*  
*Sports halls – Sizes & Layouts*  
*Car Parking & Landscape Design*  
*Swimming Pools [Publication anticipated during 2006]*

These are all free-to-download from:

[http://www.sportengland.org/index/get\\_resources/resource\\_downloads/design\\_guidelines.htm](http://www.sportengland.org/index/get_resources/resource_downloads/design_guidelines.htm)

#### Vending Healthy Drinks

*a Guide for Schools by Joe Harvey, Director of the Health Education Trust produced jointly by The Foods Standards Agency, The Dairy Council and the Health Education Trust.*

<http://www.healthedtrust.com>

#### BS6465 - 1 Sanitary Installations

*Updated version to be published in 2006*

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**NOTES:**

The terms Design Guidance document or Information Sheets should be taken to imply the minimum standards required to produce best practice solutions acceptable to Sport England which in turn may enable funding to be provided. There may be occasions where these standards need to be reviewed to take into account project specific conditions. Applications for relaxation of the standards will be considered only with an accompanying reasonable justification. Relaxations will be exceptional. Relaxations will only be at the discretion of Sport England Architects, Community Investment, Support Centre, 3<sup>rd</sup> Floor, Victoria House, London WC1B 4SE who are responsible for Strategic Design Policy.



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A full set of Design Guidance documents and Information Sheets is available from the Sport England website at:  
[http://www.sportengland.org/index/get\\_resources/resource\\_downloads/design\\_guidelines.htm](http://www.sportengland.org/index/get_resources/resource_downloads/design_guidelines.htm)

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