

TEAGUE'S GROVE HOME OWNERS ASSOCIATION

SWIMMING POOL STANDARD OPERATING PROCEDURES

This Standard Operating Procedure identifies the weekly swimming pool tasks that are required to be performed by TGHOA resident volunteers. In the case that a week or weeks are not covered by a volunteer, clean up tasks default to the Pool Committee to complete. Note: Sparkle Pools is scheduled on Mondays and Thursdays for pool cleaning.

Task	Frequency
Rest Room Sanitation Inspection	Tuesday and Thursday
Clean Toilets	Mon – Wed – Fri
Clean Sinks	Tuesday and Thursday
Empty Waste Baskets	Mon – Wed – Fri
Sweep and mop rest room floors	Tuesday and Thursday
Replace hand towels and tissue paper	Tuesday and Thursday
Collect trash and take to entrance at Wineberry Rd	Monday evening
Inspect and clean Pool skimmer baskets	Tuesday and Thursday
Wash down Pool Deck	Tuesday and Thursday
Visual Inspection of hand and ladder rais	Tuesday and Thursday
Visual Inspection of pool safety signage	Tuesday and Thursday
Weed Control	Tuesday and Thursday

Task Clarification:

- Rest Rooms – Knox County Health Department grades rest room sanitation as part of the pool cleanliness inspection process. Adequate amount of paper products and hand sanitizer **MUST** be available at all times. Sinks and toilets will be cleaned with sanitation products. Floors will be swept and mopped.
- Trash – Knox County Health Department grades our trash containers as part of the pool cleanliness inspection process. Remove all trash from rest room waste baskets and place in outside container. Inspect and pick up trash left on tables chairs and pool deck. Weekly on Monday evenings, remove trash completely from pool premises and roll container to the entrance to pool at Wineberry Road. Retrieve container on Wednesday and return to pool premises.
- Pool Skimmer Baskets – Knox County Health Department grades skimmers as part of the pool cleanliness inspection. Inspect, remove and clean with a hose and reinstall.
- Pool Signage – Knox County Health Department inspects the TGHOA pool facility to ensure that we are in compliance with the State of Tennessee Health Department's swimming pool safety signage program. Visually inspect signage to ensure that they are correctly fastened to fence. Repair as required.

- Pool Deck – Wash down of the pool deck surface is required twice per week. Residue from the deck is easily transported into the pool water resulting in further cleaning. Use the water hose or a blower. The Knox County Inspector will check for this.
- Pool Water Level – Inspect water level and ensure that water level is in the middle of the depth numbers. Inform Pool Committee to add as required. The Knox County Inspector will check for this.
- Vegetation – Inspect for weeds within the pool fence enclosure. Pull and remove as required.
- Pick up litter in the pool parking lot – Monday through Saturday.
- Hand Ladder Rails – Inspect hand and ladder rails to ensure that they are not loose. The Knox County Inspector will check for this. Report violations to Pool Committee or TGHOA Board of Directors at tghoa@bellsouth.net
- Pool Tiles – Inspect tiles to ensure they are not loose. The Knox County Inspector will check for this. Report violations to TGHOA Board of Directors at tghoa@bellsouth.net

All weeks must be filled by homeowner volunteers.