

## Lifejacket Request Form

**School / Organisation** (name) \_\_\_\_\_

**Contact Person** (name) \_\_\_\_\_ (ph) \_\_\_\_\_

(email) \_\_\_\_\_

**Lead Teacher Aquatics** (name) \_\_\_\_\_

(email) \_\_\_\_\_

**Please note:**

- The lifejackets are in high demand. Please submit your request as early as possible.
- Hireage is subject to availability (dates and sizes). Maximum 30 lifejackets per user during peak periods and maximum two-week rental, from pick up date to return date.
- If you are a West Auckland school, you will collect and return your order from the Sport Waitakere Hub.
- If required DPA can organise a courier (at your expense) if you are unable to collect the lifejackets.
- Although the lifejackets are available free of charge, to help us expand our programme a koha will gratefully be received via the following bank account: 02-0108-0298232-00 (please include your name/organization name and LLS as reference).

**Please indicate your requirements:**

Child XS(10-15Kg)		Adult Small/Med (40kg+)		Adult XLge (40Kg +)	
Child Sm (12-25kg)		Adult Lge (40Kg+)		Adult XXLge (40Kg+)	
Child Med (22-40kg)					

**Please indicate collection and return date (maximum two-week period):**

<b>Collection date</b> Thursday (by 4pm) Friday (by 3pm)		<b>Return date</b> Monday (by 4pm) Tuesday (by 4pm)	
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**Terms & Conditions:**

To ensure another school doesn't miss out and in accordance with using lifejackets from Drowning Prevention Auckland (DPA), it is agreed that we (the User) will undertake the following:

- Record and provide evidence to DPA the number of lessons the jackets are used for, for number of participants. [Click here to submit your feedback online](#) or request a feedback form. Failure to do so may affect future bookings.
- Return jackets on agreed day, rinsed, dry and zipped, with belts threaded and clipped; bagged by size.
- Read and understand the Guidelines for Use, and share them with all teaching staff.
- This form must be completed and returned to DPA prior to collecting your order.

*User Statement:* I / We have read and understood these Terms and Conditions.

Name: \_\_\_\_\_ Signed: \_\_\_\_\_

Representative of: \_\_\_\_\_ Date: \_\_\_\_\_

**DPA Office Use Only:**  School requires lifejacket pack

## Lifejacket Loan Scheme – Guidelines for Use

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### Pre-use:

- Lifejackets should be in good condition: no rips, tears, belts able to be clipped to fasten. Drowning Prevention Auckland will check condition of the lifejackets prior to packing your order. Whistles are removed as they pose a hygiene safety risk.

### After use:

- Lifejackets must be washed in fresh water and dried.
- Once dry zip and clip them up, and store in a clean dry place.

### A Guide for Teachers - to safely instruct and supervise children wearing lifejackets.

#### Lifejackets must be fitted correctly before pool entry:

- Check the right size lifejacket is used for the body weight of the child (information is inside the jacket).
- Put on and fasten zip (if it has one) and clip the belts. Tighten the belts.
- Do up crotch strap if it has one.
- Get an adult/buddy to check the fitting. Lift lifejacket at shoulders and if it rises to the ears then it needs to be tightened or changed for a smaller size.

#### Safe entries to water while wearing a lifejacket:

- Sit or crouch, turn with one hand on poolside, one hand on the lifejacket. Slide slowly into water, or if entering deeper water from standing cross arms and hold top of lifejacket when entering the water.
- If in a portable pool, use the steps. Face the steps on entry.
- Do not dive while wearing a lifejacket.

#### Teaching:

- Supervision – As with any aquatic activities, supervision of the class is required while using lifejackets.
- If teaching in a pool where the water is too deep for some of the children to stand, we suggest all first-time students start their lesson wearing a lifejacket.
- Learning progressions are still valid even if children are wearing a lifejacket.