

WATER SAFETY POLICY

The safety and supervision of children is paramount when in or around water. This relates to managing water safety including any activity involving water play, excursions near water, safety around hot water, and hygiene practices with water in the Service environment. Children will be supervised at all times during water play experiences to help keep children safe in and around water and support children's learning in a safe environment.

NATIONAL QUALITY STANDARD (NQS)

| QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY | | |
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| 2.1.2 | Health practices and procedures | Effective illness and injury management and hygiene practices are promoted and implemented. |
| 2.2 | Safety | Each child is protected. |
| 2.2.1 | Supervision | At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard. |
| 2.2.2 | Incident and emergency management | Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented. |

| LEGISLATIVE REQUIREMENTS/EDUCATION AND CARE SERVICES NATIONAL REGULATIONS | |
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| Sec. 165 | Offence to inadequately supervise children |
| Sec. 167 | Offence relating to protection of children from harm and hazards |
| 25(1)(c) | Additional information about proposed education and care services premises |
| 12 | Meaning of a serious incident |
| 101 | Conduct of risk assessment for excursions |
| 115 | Premises designed to facilitate supervision |
| 122 | Educators must be working directly with children to be included in ratios |
| 126 | Centre based services-general educator qualifications |
| 168(2)(a)(iii) | Education and care service must have policies and procedures in relation to- Water safety, including safety during any water-based activities |
| 170 | Policies and procedures to be followed |
| 176 | Time to notify the certain information to the Regulatory Authority |
| 345 | Swimming pools prohibition (Tasmania only) |

RELATED POLICIES

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| Administration of First Aid Policy | Health and Safety Policy |
| Child Safe Environment Policy | Incident, Injury, Trauma and Illness Policy |
| Educational Program Policy | Physical Environment Policy |
| Excursion/Incursion Policy | Sun Safe Policy |
| | Supervision Policy |

PURPOSE

To ensure the safety and supervision of children in and around water. This includes water play, excursions near water, hot water, drinking water and hygiene practices with water in the Service environment.

SCOPE

This policy applies to children, families, staff, management, approved provider, nominated supervisor, students, volunteers and visitors (including contractors) of the Service.

IMPLEMENTATION

Under the Education and Care Services National Regulations, an approved provider must ensure that policies and procedures are in place for managing water safety, including during any water-based activities and take reasonable steps to ensure those policies and procedures are followed.

According to Kidsafe, drowning is one of the leading causes of unintentional death for Australian children. Every year a number of children are killed and hundreds more rescued from near drowning situations. Non-fatal drowning incidents are also of great concern as they can have potential long-term effects, including brain damage and permanent disability.

The most common factor in childhood drowning is lack of supervision. A child can drown in as little as a few centimetres of water. Items such as nappy buckets, sinks, pet drinking bowls, ponds, pools, water features, water tanks are all potential drowning hazards. [source: [Kidsafe](#)]

WATER HAZARDS

The National Regulations make reference to ‘*water hazards*’ however the term is not expressly defined. In this policy, a water hazard is defined as anything that can hold 5cm of water and fit a child’s nose and mouth and a ‘water hazard’ may include:

- large bodies of water such as dams, creeks, river or pooling water, swimming pool, portable pools and spas, jetted bathtubs (or Jacuzzis)
- fishponds
- smaller bodies of water such as baths, mop buckets
- sinks, basins
- water features, such as a wishing well
- containers for feeding animals
- water troughs, containers for paddling- clam shells
- beach

THE APPROVED PROVIDER/NOMINATED SUPERVISOR/ RESPONSIBLE PERSON WILL:

- adhere to all obligations under the *Education and Care National Law and Regulations*
- complete detailed risk assessments that identify and assess risks associated with any water hazards and water-based activities
- ensure adequate supervision is provided when participating in water activities including:
 - direct and constant monitoring of children
 - careful and intentional positioning of educators
 - scanning and moving around the environment
 - observing play and anticipating behaviour
 - ensuring higher adult to child ratios
 - ensuring no child is left unattended when in proximity to water
- provide direction and education to educators, staff and families on the importance of children's safety and supervision in and around water
- ensure health and safety practices incorporate approaches to safe storage of water and water play
- ensure premises adjacent to or providing access to any water hazards that are not able to be adequately supervised at all times (e.g., dams, swimming pool) are to be isolated from children by a child resistant barrier or fence
- ensure there are no items near fencing that children could climb up onto to gain access to a water hazard (pot plants, boxes, chairs)
- conduct a risk assessment in accordance with Regulation 101 prior to taking children on an excursion- consider any water hazards and any risks associated with water-based activities before an excursion/incursion is approved
- ensure at least one educator who holds current approved first aid qualifications is in attendance at the service at all times including emergency life support and cardio pulmonary resuscitation

- display a Cardiopulmonary Resuscitation (CPR) guide near any swimming pool, wading pool, or body of water
- ensure hot water is inaccessible to children, including hot drinks accessed by educators, staff or families
- ensure the regulatory authority is notified within 24 hours of becoming aware of a serious incident.

EDUCATORS WILL:

- provide active supervision when children are participating in water activities including:
 - supervise children near water at all times
 - never leave children alone near any water
 - direct and constant monitoring of children
 - scanning and moving around the environment
 - observing play and anticipating behaviour
- ensure children in a bath (if required) are
 - directly supervised at all times; and
 - remain within an arm's reach of an educator
- ensure fish / frog ponds and water features that are not able to be adequately supervised at all times and/or pose an unacceptable risk to children are guarded or effective barriers are in place
- complete a daily Safety Inspection of premises to ensure that all hazards are known and minimised. When a hazard or potential hazard is detected, educators will complete a risk assessment to address any concerns and children will be excluded from the area until the hazard has been rectified.
- utilise water activities in appropriate weather as part of the planned program
- allow the children the opportunity to experiment with water, sand, and mixing materials.
- incorporate water safety awareness into the educational program
- monitor all taps on the premises that children have access to and ensure they are turned off securely when not in use
- safely cover or make inaccessible to children all water containers, e.g., mop buckets, nappy buckets
- empty wading pools immediately after every use and store to prevent the collection of water, e.g., upright
- check for and empty any water that has collected in holes or containers after rainfall or watering gardens
- ensure water troughs are not used without a stand to keep it off the ground
- ensure children remain standing on the ground whilst using the water trough
- ensure buckets of water for soaking toys or clothing are inaccessible to children

- ensure water troughs or containers for water play are filled to a safe level and emptied into the garden areas after **each** use
- discourage children from drinking from these water activities (as above)
- ensure laundry, storerooms and educator areas are to have **Staff only** signs on doors to remind adults to close doors behind them
- teach children about staying safe in and around water
- ensure wading pools are hygienically cleaned, disinfected and chlorinated appropriately:
 - on a daily basis remove leaves and debris, hose away surface dirt and scrub inside with disinfectant
 - wash away disinfectant before filling pool
 - add Chlorine to pool before children used the pool
 - check chlorine levels frequently
 - children with diarrhoea, upset stomach, open sores or nasal infections should not use the pool
 - all children should wear appropriate swimwear / bathers, go to the toilet before entering the pool, and follow correct toilet hygiene practices while in the pool
 - remove all children immediately, empty and disinfect the pool should a child pass a bowel motion whilst in the pool

OPERATIONAL SAFETY

- Water tanks will be labelled with “Do Not Drink” signage and the children will be supervised in this area to make sure they are not accessing this water for drinking
- Educators will discuss with the children the use of water tank water and how it differs from drinking water
- Hot water accessible to children will be maintained at the temperature of 45.C° which will be tested annually. (Australian standard AS 3498)
- Hot drinks are not to be consumed near children by educators, students or visitors
- Water for pets at the Service must be changed daily and only be accessible to children when educators are present.

Important: Parents will be notified as soon as practicable but within 24 hours if their child is involved in an incident/accident at the Service or while under Service care. Details of the incident/accident will be recorded on an *Incident, Injury, Trauma and Illness Record*.

Regulation 176: If the incident/accident situation, or event presents imminent or severe risk to the health, safety and wellbeing of the child or if an ambulance was called in response to the emergency (not as a precaution) the regulatory authority will be notified within 24 hours. Educators will follow emergency procedures and contact emergency services if a child appears to be missing or unaccounted for or is involved in a serious incident or accident.

CONTINUOUS IMPROVEMENT/REFLECTION

Our *Water Safety Policy* will be updated and reviewed annually in consultation with families, staff, educators and management.

CHILDCARE CENTRE DESKTOP- RELATED RESOURCES

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| Water Safety Procedure |
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SOURCE

Australian Children's Education & Care Quality Authority. (2014).
 ACECQA. (2023). [Policy and procedure guidelines- Water Safety Guidelines](#)
 Early Childhood Australia Code of Ethics. (2016).
 Education and Care Services National Law Act 2010. (Amended 2023).
[Education and Care Services National Regulations](#). (Amended 2023)
 Guide to the National Quality Framework. (Amended 2023).
 KidSafe (2021). Water Safety. <https://kidsafe.com.au/water-safety/>
 National Health and Medical Research Council (NHMRC): www.nhmrc.gov.au
 Revised National Quality Standard. (2018).
 Victoria Government. [Better Health Channel. Water safety for children.](#)
[Western Australian Education and Care Services National Regulations](#)

REVIEW

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| POLICY REVIEWED BY | TRACEY DAVEY | GENERAL MANAGER OF OPERATIONS | SEPTEMBER 2023 |
| POLICY REVIEWED | SEPTEMBER 2023 | NEXT REVIEW DATE | SEPTEMBER 2024 |
| VERSION NUMBER | V10.09.23 | | |
| MODIFICATIONS | <ul style="list-style-type: none"> regular policy maintenance to ensure compliance and contains up to date 'best practice' sources updated CCD related resources added | | |
| POLICY REVIEWED | PREVIOUS MODIFICATIONS | | NEXT REVIEW DATE |

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| SEPTEMBER 2022 | <ul style="list-style-type: none"> regular policy maintenance link to Western Australian Education and Care Services National Regulations added in 'Sources' minor formatting edits within text hyperlinks checked and repaired as required | SEPTEMBER 2023 |
| SEPTEMBER 2021 | <ul style="list-style-type: none"> Policy reviewed and included suggested guidelines from ACECQA Water Safety Policy Guidelines (June 2021) Additional legislative requirements added Additional related policies Additional information from KidSafe re: water safety included information related to risk assessments for excursions considering water hazards added deleted 'nappy' bucket and replaced to 'mop bucket' | SEPTEMBER 2022 |
| SEPTEMBER 2020 | <ul style="list-style-type: none"> additional section re: 'water hazards' risk assessment measures added hot water temperature edited re: Australian Standards minor edits sources checked for currency additional sources added | SEPTEMBER 2021 |
| SEPTEMBER 2019 | <ul style="list-style-type: none"> Points unrelated to 'water safety' deleted. Grammar, punctuation and spelling edited. Additional information added. Points added. Sources/references corrected, updated, and alphabetised. Related policies alphabetised. | SEPTEMBER 2020 |
| SEPTEMBER 2018 | Added the section displaying related policies on page 1. | SEPTEMBER 2019 |
| OCTOBER 2017 | Updated the references to comply with the revised National Quality Standard | SEPTEMBER 2018 |
| AUGUST 2017 | Minor changes made to policy Updated to meet the National Law and/or National Regulations in respect of a serious incidents and notification purposes. | SEPTEMBER 2018 |