

WATER SAFETY POLICY

The safety and supervision of children is paramount when in or around water. This relates to water play, excursions near water, hot water, drinking water and hygiene practices with water in the Out of School Hours Care 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.

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 Out of School Hours Care Service environment.

SCOPE

This policy applies to children, families, staff, management and visitors of the Service.

WATER HAZARDS

MANAGEMENT/NOMINATED SUPERVISOR/ RESPONSIBLE PERSON WILL:

- complete detailed risk assessments that identify and assess risks associated with any water hazards and water-based activities
- ensure water hazards and water play are always highly supervised 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
- conduct a risk assessment in accordance with the requirements prior to taking children on an excursion which is near water- 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 a current approved first aid qualification is in attendance at all times
- ensure hot water is inaccessible to children.

EDUCATORS WILL:

- supervise children near water at all times
- never leave children alone near any water
- 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.
- allow the children the opportunity to experiment with water, sand, and mixing materials
- ensure laundry, storerooms and Educator areas have **Staff only** signs on doors to remind adults to close doors behind them

***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. Also, details of the incident/accident will be recorded on an Incident, Injury, Trauma and Illness Record.*

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.

REVIEW

POLICY REVIEWED BY	CHARMAYNE NATHAN	DIRECTOR	12/01/2022
POLICY REVIEWED BY			
POLICY REVIEWED	JANUARY 2022	NEXT REVIEW DATE	JANUARY 2023
MODIFICATIONS	<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 • additional section re: ‘water hazards’ • risk assessment measures • additional supervision added • hot water edits re: Australian Standards • minor edits • additional sources • sources checked for currency 		

