

## Water Safety Policy

<b>Published</b>	<b>March 2021</b>
<b>Review Date</b>	<b>September 2022</b>
<b>Sources</b>	Education and Care Services National Regulations, October 2020 Education and Care Services National Law, February 2018 Guide to the Education and Care Services National Law and the Education and Care Services National Regulations, October 2017 Guide to the National Quality Framework, January 2020 NSW Kid Safe Water Safety Factsheet

### Aim:

To ensure all Educators, Staff and parents are informed of the procedures required by Country Kids Club in relation to experiences involving water, and excursions where there is a significant water hazard.

### Explanation:

Country Kids Club acknowledges the importance of safe practices around water, as water hazards and pools are a high risk to children's safety. When near water, supervision of the children is paramount and the adult to child ratio must be maintained to reduce risks.

Water areas are popular with the public, particularly in hot weather, making it difficult to maintain close supervision of children in the crowd; therefore strict procedures have been set to ensure the safety of the children in Out of Hours School Care.

### Definitions:

A body of water is recognised by the service as:

- Swimming Pools and/or Water Fun Parks
- Wading Pools
- Lakes
- Rivers
- Ponds
- The Sea/Ocean
- Creeks
- Dams
- Equipment used by the service that could contain 5cm or more of water and would allow a child to submerge both nose and mouth at the same time

### Responsibilities:

#### In relation to the Approved Provider and Educators:

- Abide by their obligations under the current Education and Care Services National Law, Education and Care Services National Regulations and the National Quality Standard in relation to water safety
- Keep up to date with information regarding water safety
- Provide information for parents on water safety

- Be aware of water sources around the service and take action to prevent access to these areas, including: buckets, wading pools, swimming pools, spas, ponds
- Wading pools, sprinklers and soaker hoses may be used if children are constantly in the sight of the Educator at all times
- On the completion of play with wading pools, sprinklers, water trolleys, buckets, water containers and soaker hoses will be immediately emptied onto the garden areas and put away
- Water use within the service will be supervised to ensure that the safety of children, and Educators is a priority
- The hygienic state of water will be assessed before it is used for children's play
- Educators will ensure water troughs or containers for water play are filled to a safe level
- Children will be discouraged from drinking from these water vessels
- Children will be instructed on the safe use of equipment used during water-based activities
- Any buckets of water that may be used for cleaning or hand washing will not be left unsupervised near the children and will be emptied immediately after use
- The children's play areas will be checked each morning to ensure that no containers or pools of water are accessible to children
- If rain occurs during the day, outdoor play areas will be checked for safety prior to the children entering the outdoor environment

**In relation to Regular Outings and Excursions:**

- The Approved Provider recognises the risks posed by bodies of water and will ensure that every precaution is taken so that children are able to enjoy water-based excursions safely
- Comprehensive risk assessments will be carried out for all water-based excursions, please refer to the service's Regular Outing and Excursion Policy
- Risk Assessments for Regular outings or excursions near water hazards in addition to the requirements of other excursions must include:
  - Proximity of water hazard to the planned activity
  - How children's access to the water hazard will be prevented
- Risk Assessments for Regular outings or excursions for the purpose of Swimming in a Pool, in addition to the requirements of other excursions must include:
  - Specific details of the adult to child ratio including and which adult is responsible for which child by name
- Authorisation from families will be sought prior to excursions including those involving water based activities, including families completing a "Swimming Ability Form" to identify each child's swimming competence
- The National Law and Regulations do not specify a specific Educator to child ratio for activities where water is a feature
- The number of educators present is to be determined by a risk assessment of the proposed activity. It must also be noted that in sections 165, 167 and 169 of the National Law there are clear statements about adequate supervision
- A range of factors shall determine the adequacy of supervision, including:
  - Numbers, ages and abilities of the children
  - Number and positioning of Educators
  - Each child's current activities
  - Areas where children are playing, in particular the visibility and accessibility of these areas
  - Risks in the environment and experiences provided to children

- Educators' knowledge of each child and each group of children
- The experience, knowledge and skill of each Educator
- The Approved Provider will ensure that the Educator in charge of any excursion to a beach, river or lake or other place where there is a significant water hazard has a current approved first aid qualification and the knowledge and ability to implement water safety procedures
  - Parent/Guardians will be required to complete a Swimming Ability Form in addition to sighting and signing the risk assessment on each occasion that a Swimming Excursion takes place

**Continual Monitoring and Improvement:**

Continual improvement and monitoring will occur in the following ways:

- Incidental and planned consultation with families
- Approved Provider and Co-ordination Unit Staff accessing current relevant information
- Approved Provider, Co-ordination Unit Staff and Educators accessing current and relevant training
- Internal evaluation of incidences and the improvement of systems

**Policy Review**

Date Revised	Comments
April 2016	Scheduled Policy Review – No changes made
September 2019	Scheduled Policy Review – No changes made
March 2021	Scheduled Policy Review – Updates sources, added specific excursion/regular outing information