

Water Safety Policy

Published	March 2021
Review Date	September 2022
Sources	<p>Education and Care Services National Regulations, December 2019</p> <p>Education and care Services National Law, February 2018</p> <p>Guide to the Education and Care Services National Law and the Education and Care Services National Regulations, October 2017</p> <p>Guide to the National Quality Standard, January 2020</p> <p>NSW Kid Safe Water Safety Factsheet</p>
Relevant Documents	<p>NSW Pools Register Self Assessment Checklist</p> <p>Kidsafe Family Day Care Safety Guidelines 2020 https://kidsafe.com.au/wp-content/uploads/2020/06/FINAL-FDC-Safety-Guidelines_7thEd.pdf</p> <p>Swimming Pools regulation 2018 https://www.legislation.nsw.gov.au/#/view/regulation/2018/503/full</p> <p>Swimming Pools Act 1992 No 49 https://www.legislation.nsw.gov.au/#/view/act/1992/49</p>

Aim:

To ensure clear guidelines, understanding and implementation of practices in regards to water safety for the protection of children from harm or hazard.

Explanation:

Country Children’s Early Learning acknowledges the importance of safe practices around water, as Swimming Pools, Spas and other Water Hazards are a high risk to children’s safety, health and wellbeing. Oversight including policy, procedures, risk assessments and authorisations are required to ensure the safety, health and wellbeing of children near water hazards.

All information and procedures around water safety for children will be in line with Australian Standards, State and Local Regulations.

Responsibilities:

In relation to the Co-ordination Unit

- Abide by their obligations under the current Education and Care Services National Law, Education and Care Services National Regulations and the National Quality Standards in relation to water safety
- Keep up to date with current laws, regulatory information and safety information from relevant authorised bodies regarding water safety
- Provide information for parents on water safety from relevant authorised bodies
- When approving Risk Assessments for Pools and Spas, Dams and Water Hazards at Family Day Care Educator Homes or Venues access current information and advice from relevant authorised bodies
- When approving Risk Assessments for Regular Outings or Excursions to locations with Water Hazards access current information and advice from relevant authorised bodies
- When approving Risk Assessments for Regular Outings or Excursions at for children to swim in a swimming pool access current information and advice from relevant authorised bodies.

- Monitor the maintenance and adherence to Risk Assessments in Family Day Care homes and Venues with Swimming Pools and Spas, Dams and Water Hazards through regular visits

In relation to Swimming Pools and Spas at a Family Day Care Home or Venue:

- All swimming pools and spas at the Family Day Care Educator's residence or venue must comply with the Australian Standards, State and Local Government regulations including the New South Wales Swimming Pools Act 1992
- Educators whose Home or Venue has a Swimming Pool or Spa must maintain current knowledge of the requirements of the Australian Standards, New South Wales Swimming Pools Act 1992 and current local government requirements, this knowledge should form part of the educators Annual and Ongoing Risk Assessments
- Educators with Swimming Pools and/or Spas must have the pool or spa registered as required by local government authorities and hold a Certificate of Compliance
- Educators with swimming pools are required to provide Country Children's Early Learning with a Certificate of Registration and Certificate of Compliance by their local Council
- A Risk Assessment will be conducted at each Family Day Care home or Venue with a pool or spa prior to the provision of Family Day Care to determine the suitability and safe management for the care and education of children
- Homes or Venues with Swimming Pools will require a secondary boundary to prevent children's direct access to the approved pool fence, this boundary must not obscure the view of the pool so that it can be monitored.
- Where a Pool fence has a locking mechanism, the key is required to stay in the lock to ensure quick access.
- Homes or Venues with Spas that are not secured by a pool fence require a lockable child safe structure in accordance with the (NSW Swimming Pools Act 1992)
- Educators are not to allow the use of their Swimming Pool or Spa by household members or other visitors whilst Family Day Care children are signed into care at their Home.
- Educators are required to implement and maintain a Risk Assessment in regards to their swimming pool or spa in accordance with Regulation 97.2 of the Education and Care National Regulations. The Risk Assessment should detail the safety procedures for their home, and must include the NSW Pools Register Self Assessment Checklist appropriate for their property
- The Educators daily safety check must include checking the risk control measures on the Swimming Pool or Spa Risk Assessment.
- At no time is a child in care to access, or to swim in a Swimming Pool or Spa without the completion of an additional Risk Assessment for the activity that has been approved by CCEL, and Authorised by the child's Guardians

In relation to Dams and Other Water Hazards at a Family Day Care Home or Venue:

- A Risk Assessment will be conducted at each Family Day Care home or Venue with a Dam or other Water Hazard prior to the provision of Family Day Care to determine the suitability and safe management for the care and education of children
- Homes or Venues with Dams will require a secondary boundary to prevent children's direct access to the perimeter /paddock fence around the Dam
- Ponds, Wells and other water features will require a cover or guard that meets the Kidsafe Guidelines to prevent children's purposeful or accidental access to the water
- Educators are required to implement and maintain a Risk Assessment in regards to their Dam or other Water Hazard in accordance with Regulation 97.2 of the Education and Care

National Regulations. The Risk Assessment should detail the safety procedures for their home as agreed with CCEL during the initial, annual and other subsequent inspections

- The Educators daily safety check must include checking the risk control measures on the Dam or other Water Hazard Risk Assessment
- At no time is a child allowed access to the water or to swim in a Dam or other Water Hazard
- Be aware of other water sources around the service and take action to prevent access to these areas, including: buckets, pots, nappy pails, baths, wading pools, water tanks, water features, water troughs, fish ponds, pet water bowls.
- Wading pools, sprinklers and soaker hoses may be used if children are constantly in the sight of the Educator at all times, and a Risk Assessment for the planned activity has been completed
- On the completion of play with wading pools, sprinklers and soaker hoses they must be immediately emptied and put away

In relation to Regular Outings and Excursions:

- A site visit and risk assessment must be conducted by the Educator for CCEL approval prior to seeking Guardian authority for the outing. CCEL may require a Coordination site visit prior to considering the risk assessment details and approval
- 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
- Swimming activities to bodies of water other than a Registered Certified Swimming Pool will not be approved
- CCEL Swim Ability Forms must be completed by Parents/Guardians as a part of any risk assessment for a swimming activity

Continual Monitoring and Improvement:

Continual improvement and monitoring will occur in the following ways:

- Incidental and planned consultation with families
- Co-ordination Unit Staff accessing current relevant information
- 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
Jan 2011	Added clause 79(5) from Regulations 2004, and AS site visit for excursions
Jan 2012	Responsibilities for Educators: added relevant regulations and quality standards in relation to new Education and Care Services National Regulations and National Quality Standard
December 2012	Educators with swimming pools to provide CCEL with a Certificate of Inspection annually
January 2013	Added information for In Home Care
April 2013	Scheduled Policy Review, no changes made
October 2014	Scheduled Policy Review, no changes made
April 2015	Added changes to ensure meets current regulations
April 2016	Scheduled Policy Review , additional risk assessment for water activities at Ed's homes.
June 2018	Updated references to current National Regulations/ Law and Standards
August 2020	Updated references to current National Regulations/ Law and Standards, Consulted Kidsafe and ECEC