



**Capturing Kids' Minds**  
*Building Brainpower*

# 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.

## NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY		
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.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS	
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
168	Education and care service must have policies and procedures

## RELATED POLICIES

Educational Program Policy Health and Safety Policy	Physical Environment Policy Supervision Policy
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**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**

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:

- swimming pools, portable pools, spas
- fishponds
- sinks, basins
- water feature, such as a wishing well
- containers for feeding animals
- water troughs, containers for paddling- clam shells
- dams, creeks, river or pooling water
- beach

**IMPLEMENTATION****MANAGEMENT/NOMINATED SUPERVISOR/ RESPONSIBLE PERSON WILL:**

- complete 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**
- 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
- conduct a risk assessment in accordance with the requirements prior to taking children on an excursion which is near water
- ensure at least one Educator who holds a current approved first aid qualification is in attendance at all times
- display a Cardiopulmonary Resuscitation (CPR) guide near any swimming pool, wading pool, or body of water
- ensure hot water is inaccessible to children.

***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:**

- supervise children near water at all times
- never leave children alone near any water
- ensure children in a bath (if required) are directly supervised at all times
- 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
- 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
- empty wading pools immediately after every use 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
- discouraged children from drinking from these water activities
- ensure laundry, storerooms and Educator areas have **Staff only** signs on doors to remind adults to close doors behind them
- they 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 use 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**
- Water for pets at the Service must be changed daily and only be accessible to children when educators are present.

**SOURCE:**

Australian Children’s Education & Care Quality Authority. (2014).  
 Early Childhood Australia Code of Ethics. (2016).  
**Education and Care Services National Law Act 2010. (Amended 2018).**  
[Education and Care Services National Regulations.](#) (2011)  
 Guide to the Education and Care Services National Law and the Education and Care Services National Regulations (2017).  
 Guide to the National Quality Standard. (2017).  
 National Health and Medical Research Council (NHMRC): [www.nhmrc.gov.au](http://www.nhmrc.gov.au)  
 NSW Department of Health: [www.health.nsw.gov.au](http://www.health.nsw.gov.au)  
 Revised National Quality Standard. (2018).

**REVIEW**

POLICY REVIEWED	SEPTEMBER 2020	NEXT REVIEW DATE	SEPTEMBER 2021
<b>MODIFICATIONS</b>	<ul style="list-style-type: none"> <li>• additional section re: ‘water hazards’</li> <li>• risk assessment measures</li> <li>• additional supervision added</li> <li>• hot water edits re: Australian Standards</li> <li>• minor edits</li> <li>• additional sources</li> <li>• sources checked for currency</li> </ul>		
POLICY REVIEWED	PREVIOUS MODIFICATIONS	NEXT REVIEW DATE	
SEPTEMBER 2019	<ul style="list-style-type: none"> <li>• Points unrelated to ‘water safety’ deleted.</li> <li>• Grammar, punctuation and spelling edited.</li> <li>• Additional information added.</li> <li>• Duplicated information deleted or combined with other point.</li> <li>• Points added.</li> <li>• Sources checked for currency and correct URLs.</li> </ul>	SEPTEMBER 2020	

	<ul style="list-style-type: none"> <li>• Sources/references corrected, updated, and alphabetised.</li> <li>• Related policies alphabetised.</li> </ul>	
SEPTEMBER 2018	<ul style="list-style-type: none"> <li>• Latest updates include terminology and grammar improvements.</li> <li>• Added the section displaying related policies on page 1.</li> </ul>	SEPTEMBER 2019
NOVEMBER 2017	<ul style="list-style-type: none"> <li>• Updated references to comply with the revised National Quality Standard</li> </ul>	SEPTEMBER 2018