



Telopea Park Parents & Citizens Out of School Hours Care

# WATER SAFETY POLICY

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**Previous Version**

N/A

**Updated Version**

FEB 2024

**Review Due**

FEB 2026



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# 1 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.

## 2 LAW & REGULATIONS

### 2.1 NATIONAL QUALITY STANDARD (NQS)

#### QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY

<b>2.1.2</b>	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
<b>2.2</b>	Safety	Each child is protected.
<b>2.2.1</b>	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
<b>2.2.2</b>	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

<b>Sec. 165</b>	Offence to inadequately supervise children
<b>Sec. 167</b>	Offence relating to protection of children from harm and hazards
<b>12</b>	Meaning of a serious incident
<b>101</b>	Conduct of risk assessment for excursions
<b>115</b>	Premises designed to facilitate supervision
<b>122</b>	Educators must be working directly with children to be included in ratios
<b>168(2)(a)(iii)</b>	Education and care service must have policies and procedures in relation to- Water safety, including safety during any water-based activities
<b>170</b>	Policies and procedures to be followed
<b>170</b>	Policies and procedures to be followed
<b>176</b>	Time to notify the certain information to the Regulatory Authority

## 2.2 RELATED POLICIES

Administration of First Aid Policy Educational Program Policy Excursion/Incursion Policy	Health and Safety Policy Incident, Injury, Trauma and Illness Policy Sun Safe Policy Supervision Policy
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## 3 PURPOSE

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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 Telopea Park Out of School Hours Care (TPSOSHC) Service.

## 4 SCOPE

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This policy applies to children, families, staff, approved provider, nominated supervisor, management students, and visitors of TPSOSHC.

## 5 WATER HAZARDS

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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

## 6 IMPLEMENTATION

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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](#)]

### 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 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
  - 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
- 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 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.

### 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 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
- 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.

## 7 OPERATIONAL SAFETY

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- 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. Also, 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.

## 8 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](http://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](#)

## 9 REVIEW

POLICY REVIEWED BY	Shavaun Andreou	[POSITION]	[DATE]
COMMITTEE APPROVAL BY			
POLICY REVIEWED	FEB 2024	NEXT REVIEW DATE	FEB 2026
MODIFICATIONS	<ul style="list-style-type: none"> <li>N/A</li> </ul>		
POLICY REVIEWED	PREVIOUS MODIFICATIONS		NEXT REVIEW DATE
FEB 2024	New policy created for TPSOSHC.		FEB 2026