WATER SAFETY PROCEDURE

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 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.

Working in conjunction with the *Water Safety Policy*, this procedure outlines safety protocols for management and educators to follow in order to minimise the risk of harm and ensure the safety of children in and around water.

Education and Care Services National Law or Regulations (s165, 167. R21 (1)(c), 101,115, 122, 126, 168 (2) (a)(iii), 170, 274, 345) NQS QA 2: Element 2.1.2, 2.2, 2.2.1, 2.2.2. Children's Health and Safety
Related Policy: Water Safety Policy

WATER SAFETY PROCEDURE		
The approved provider/ nominated supervisor will:		
1	review the Service's *Water Safety Policy,* along with educators, families and children, annually to ensure an awareness of appropriate practices to ensure children's safety in and around water	
2	complete a risk assessment to identify and assess risks associated with any water hazards and water-based activities	
3	complete a risk assessment prior to taking children on an excursion, with consideration to any water hazards or water-based activities before the excursion/incursion is approved	
4	ensure an educator who holds a current approved first aid qualification is in attendance at the service at all times	
5	ensure a current Cardiopulmonary Resuscitation (CPR) guide is displayed near any swimming pool, wading pool or body of water	
6	ensure any 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 isolated from children by a child resistant barrier or fence	
7	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	

8	ensure hot water that is accessible to children will be maintained at or below the temperature of 45.C°	
9	ensure health and safety practices incorporate approaches to safe storage of water and water play	
10	ensure parents are notified within 24 hrs if their child is involved in an incident/accident at the Service or while under the care of the service	
11	label water tanks "Do Not Drink"	
Educators will:		
12	ensure water hazards and water play are always highly supervised	
13	ensure there are no items near fencing that children could climb up onto to gain access to a water hazard	
14	ensure hot water is inaccessible to children	
15	ensure children are not to be left alone near any water, including children in a bath	
16	incorporate water safety awareness into the educational program to assist to teach children about staying safe in and around water	
17	monitor all taps that are accessible to children to ensure they are turned off securely when not in use	
18	ensure wading pools are emptied immediately after use and prevent the collection of water and hygienically cleaned, disinfected and chlorinated appropriately	
19	complete daily safety checklists to check for and empty any water that has collected after rainfall	
20	ensure water troughs or containers for water play are filled to a safe level and emptied into the garden after use, water troughs are to be used with a stand and children are to remain standing on the ground whilst using the water trough	
21	discourage children to drink water from water play activities	
22	ensure laundry, storerooms and educator areas have staff only signs on doors and doors are closed/locked at all times	
23	follow emergency procedures and first aid procedures in the event of an incident or injury involving a water hazard	
24	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 OF PROCEDURE			
Date procedure created	20/06/2023	To be reviewed	April 2026
Approved by	Krystle Hills	Signature	
Procedure Reviewed Date	Modifications/Changes		
April 2026	Procedure Reviewed – Minor Formatting editing		
20/06/2023	Policy Created		