



Water Safety Policy

The safety and supervision of children is paramount when in or round water. This relates to water play, excursions near water, and hot water, drinking water and hygiene practices with water in the School 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

Children (Education and Care Services) National Law NSW	
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
126	Centre based services-general educator qualifications
168	Education and care service must have policies and procedures

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 service environment.

AIMS

- Water play for children will be carefully supervised ensuring the safety of children.
- Children will have access to drinking water in a safe and hygienic manner.
- To use recycled rainwater to maintain the centre's garden so we can minimise the centre's use of this precious resource and to educate the children about water conservation.

SCOPE

This policy applies to children, families, staff, management and visitors of the Service.

IMPLEMENTATION

Management/Nominated Supervisor/ Certified Supervisor will:

- 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.
- Conduct a risk assessment in accordance with the requirements prior to taking children on an excursion, which may be near water.
- ACECQA have NO change in ration for water excursions as long as the minimum child ration requirements for the school is met. It is then up to the Farmhouse it we feel that more staff will be required once the risk assessment has been completed. Ratios are listed from ACECQA [See Appendix 1](#)

Eg: If the 3-6 room was ongoing on an excursion on the Ferry with 30 children legal requirements would be 1-10 however we may feel that we require more staff this option is then up to the school.

- Ensure at least one Educator who holds a current approved first aid qualification must be in attendance at all times.
- Display a Cardiopulmonary Resuscitation (CPR) guide near any water.
- Ensure water hazards and water play are highly supervised at all times.
- Ensure hot water is inaccessible to children at all times.

Educators will:

- Supervise children near water at all times
- Never leave children alone near any water both in the playground, classroom or when on excursion.
- 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, e.g. nappy buckets
- Empty water play trough immediately after every use, store to prevent the collection of water, e.g. upright, also check garden after rain or watering and empty water that has collected in holes or containers this to be done on both campuses all playgrounds.
- Ensure water troughs are not used without a stand, keeping 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. These should be done after school or placed in the laundry with the door always closed at the Nth Balgowlah campus and in the courtyard at Nth Head when locked off from the use of the children.
- Ensure water troughs or containers for water play are filled to a safe level and emptied into the garden areas after each use.
- Children will be discouraged from drinking from these water activities.
- Ensure laundry, storerooms and Educator areas are to have **No Children Allowed Signs/No Entry/Close Door Signs** on doors to remind adults to close doors behind them.
- Teach children about staying safe in and around water
- Ensure water troughs are hygienically cleaned and disinfected:
 - ✓ On a daily basis remove leaves and debris, hose away surface dirt and scrub inside with disinfectant.
 - ✓ Wash away disinfectant before filling trough.

Operational Safety

- Water tanks/taps 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 43.5° which will be tested annually by a registered plumber.

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. Details of the incident/accident will be recorded on an Incident, Injury, Trauma and Illness Record.

Important: 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

Appendix 1



Centre-based ratio requirements

Ratios are calculated across the service (not by individual rooms). This gives providers the flexibility to respond to the needs of children. In a mixed age group of children, maintaining the ratio for each age range of children does not mean the educator to child ratio for the youngest age range must be applied to all children in an older age range. An educator who is caring for one age range of children can also be counted against another age range of children, as long as the ratio for each age range is maintained and adequate supervision is maintained at all times.

Age of children	Educator to child ratio	Applies
Birth to 24 months	1:4	All states and territories ¹
Over 24 months and less than 36 months	1:5	All states and territories excluding VIC
	1:4	VIC
Over 36 months up to and including preschool age	1:11	ACT, NT, QLD, VIC
	1:10	NSW
	1:10 for centre-based services other than a preschool 1:10 for disadvantaged preschools 1:11 for preschools other than a disadvantaged preschool	SA
	1:10 2:25 for children attending a preschool program	TAS
	1:10	WA
Over preschool age	1:15	NT, QLD, SA, TAS, VIC
	1:15	NSW – applies 1 October 2018
	1:11	ACT
	1:13 (or 1:10 if kindergarten children are in attendance)	WA

Source

- Australian Children’s Education & Care Quality Authority. (2014).
- Early Childhood Australia Code of Ethics (2016)
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2017,
- ECA Code of Ethics.
- Guide to the National Quality Standard.
- National Health and Medical Research Council – www.nhmrc.gov.au
- NSW Department of Health – www.health.nsw.gov.au
- Revised National Quality Standard (2018)

Date Reviewed	Modifications	Next Policy Review Date
Approved 2014	Minor changes made to policy Updated to meet the National Law and/or National Regulations in respect of a serious incidents and notification purposes.	Reviewed May 2015
May 2015	No Changes made	2018
September 2018	New logo added	2020
September 2019	<ul style="list-style-type: none"> • Points unrelated to ‘water safety’ deleted. • Grammar, punctuation and spelling edited. • Additional information added. • Points added. • Sources/references corrected, updated, and alphabetised. Related policies alphabetised.	2020
April 2020	<ul style="list-style-type: none"> • Minor grammar changes made to policy 	2022