

## Water safety policy & procedure

### Purpose

To ensure children's safety during water play activities and excursions.

### Scope

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

### Implementation

#### Active Supervision

Children must be actively supervised at all times when there is a risk of access to any water hazard.

Active supervision includes:

- Direct and constant monitoring of children – within arm's length (within 1 – 2 metres)
- Careful intentional positioning
- Scanning and moving around the area
- Listening closely for sounds or the absence of noise
- Observing play and anticipating behaviour

#### Water troughs, buckets and other water receptacles

- Water receptacles must be emptied immediately after use and stored upside down and out of children's reach. Access to kitchen must be restricted when unattended by adults.
- When filling up the water trough or any water based activity, educators must make sure the water is no greater than 30cm depth.

#### Eliminating hazards

- Water must be emptied immediately after use and stored in a manner that prevents the vessel filling with water when not in use. All aspects of the environment must be designed to ensure adequate drainage of water to avoid pooling.
- Staff must use risk assessment procedures when setting up a water play experience taking into consideration children's abilities, children with special rights, and safety issues re drowning.

#### Excursions

- Site leader must consider water safety and potential water hazards when undertaking a risk assessment for an excursion, including a routine excursion. Site leader will refer to and use the Department for Education Camps and Excursions Policy and Procedure to plan and risk assess for excursions.

#### Definition

A water hazard is defined as anything that can hold 5cm of water and fit a child's nose and mouth.

Water hazards in children's learning environments include:

- sinks, basins, fish tanks, fish bowls, baths
- swimming pools, portable pools, spas

- water courses, ponds, sandpits, clam shells
- water troughs, containers and buckets used for play, animal drinking containers, pooling water.

### **Related Documents**

#### National Quality Standard and Regulations

- National Quality Standard 2.3
- Regulation 168

#### Policy and procedures

- Preschool water safety procedure
- Risk management policy & procedure
- Hazard management procedure
- OHS&W and injury management policy (2010 Health and Safety Services)
- DfE Camps and Excursion Policy and Procedure

**Approved by Governing Council: 12/08/2021**

**Chairperson: Mark Wooding**

**Approved by Director: Carly Smith**

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