



Water Safety Policy

Covers

- Pools and Outdoor Spas at Registered Residences or Approved Venues Procedure
- Swimming Procedure
- Water Play Procedure
- Water Hazards Procedure

Intention

Nurturing Family Day Care Scheme understands and acknowledges that water has the potential to be a high-risk hazard, and that drowning, and potential drownings, are listed as one of the main causes of death and hospitalisations for children. The approved providers, through training, communication and stringent awareness, endeavour to ensure a balance between the possible risks of being in and around water and the educational benefits of water.

Overview

This policy, and all policies and procedures that are associated with the Water Safety Policy, are implemented at all registered residences and venues by educators, staff and visitors who are allied with the scheme.

This comprises of -

- Placing the health, safety, and well-being of each child at the foremost front of every decision and action by an individual associated with Nurturing Family Day Care Scheme.
- Taking into careful consideration the developmental appropriateness of a child's exposure to pools, water hazards and water play.
- Understanding that a family day care educator's ability to participate in activities that are in and around water is an honour approved to those that demonstrate the highest level of supervision, standards, and professionalism.
- Acknowledging and educating children and adults that any collection of water has the ability to become a drowning event, the importance of water safety education and the role active supervision has in managing this high-risk hazard.

The approved provider of the service will ensure -



- That family day care educators have had training in water safety and identifying potential hazards during the induction process and throughout their time with Nurturing Family Day Care Scheme.
- That family day care educators are aware of, and understand the importance of, parental and approved provider permission, first aid training, and strict supervision and ratio procedures when in and around water.
- That all documentation, including parental permission, first aid certificates and pool safety certificates, are gathered prior to approval, secured, and stored according to the Collection and Storage of Confidential Documents Policy.
- That only family day care educators who are demonstrating the highest level of supervision standards and professionalism will be granted permission to have excursions in and around water.
- That the Nurturing Family Day Care Scheme calendar will hold the documented information regarding when a family day care educator is on an excursion in and around water.

Pools and Outdoor Spas at Registered Residences or Approved Venues Procedure

The approved provider recognise that registered residences and approved venues have the right under the current National Quality Framework to have swimming pools and outdoor spas on their premise. Nurturing Family Day Care Scheme works under the guidance of the Queensland Government to ensure that each pool or outdoor spa has a safety certificate and that its use is done only when the health, safety, and well-being of every child at the registered residence or venue is protected to the highest degree.

To facilitate the protection of all children, a family day care educator who's directly associated with a registered residence or approved venue will ensure -

- A pool safety certificate is obtained and remains current for the registered residence or approved venue.
- All fences that were inspected to obtain a pool safety certificate are maintained and continue to comply with the law.
- Gates are self-closing and are never propped open.
- Objects, such as furniture and equipment that would allow children access to the pool or outdoor spa are removed or tied together to ensure they can't be moved.
- A CPR sign is displayed near the pool or spa at all times.
- Any damage to the area covered under the pool safety certificate is repaired immediately.
- Any associated equipment of a pool or outdoor spa, such as the pool filtration or pumps, are inaccessible to children.
- Educators, children and families are trained about pool safety, the importance of direct, close and constant adult supervision and the swimSAFER message and how each layer needs to be employed to ensure optimal water safety.
 - Be Aware
 - Be Secure
 - Be Confident



- Be Prepared
- Portable pools and spas must comply with the pool safety law from the 1st of December 2015 if –
 - They can hold more than 300mm of water,
Or
 - Have a volume of more than 2,000L,
Or
 - Has a pool filtration system.

A registered residence or approved venue cannot educate and care for enrolled children without a current pool safety certificate.

That the Approved Providers complete a monthly inspection of the pool and/or spa area, and this inspection is recorded in the visit notes of the educator.

For fences around pools/spas or fences that lead to water hazards (dams/fountains)

The pool was checked by (who and in person/online)?

Date and time?

Safety issue identified and rectified immediately (provide a description of the issue and action taken)

Or meets all requirements?

Are all the fence panels in place and in good condition (any gaps or holes)?

Is the ground below the fence firm and stable? (i.e. no holes, children or dogs cannot dig underneath the fence)?

Does the gate swing automatically or without assistance back to the closed position after being opened and stay closed?

Is the latch in good working order and high enough from the ground to avoid risk for children?

Is the gate secure (residents educated on why not to prop open) and will not open if a child bounces on the bottom rail of the gate?

Is the gap between the gate and the safety barrier sufficient to avoid risk for children? (e.g. can a child get through the gap, or stuck in the gap?)

Are there any objects near the safety barrier (including trees/shrubs) that a child could use to climb a barrier or gain access to the pool/water hazard/water feature (i.e. movable chairs, ladders, trees, pot plants, BBQs)?

Are pool aids and toys removed from the pool and stored securely out of view after use?

Swimming Procedure

The approved provider understands that water and swimming are a significant part of the Queensland culture and as such collaborate with parents and family day care educators to ensure that the activity of swimming (the physical entering a child into any body of water that is or has the potential to hold more than 30cm of water), is done under the strictest of procedures and only upon parental and approved provider permission. Family day care educators are guided and regularly updated on active supervision skills, the risks associated with swimming and the importance of being proactive in the day to day education and care of all children.



To ensure that all children are being protected when swimming, whether at pools, rivers or oceans, the following procedure is rigorously adhered to -

- A Swimming Permission Form is completed, listing the exact location where the swimming will take place (the address, or nearest location, e.g. in front of the Alex surf club), how the below ratios will be met, the name of the family day care educator responsible for the enrolled child, the date and time the swimming excursion will take place, the date and time the approved provider granted permission and the name of the parent or guardian, their signature and the date and time they granted permission.
- One enrolled child to one family day care educator.
 - If a family day care educator's own child/ren are attending, they are to be under the direct responsibility of another adult at all times.
- The enrolled child is to be within arm's length of the family day care educator when they are within 5 meters of the water or within the pool fencing.
- At no time should a family day care educator be focused on any other children or activities besides that of the enrolled child.
- Swimming at a beach is only done between the red and yellow flags.
- Swimming at a river is only done where there are no signs indicating that it is a hazardous place to do so.
- Swimming at a pool is only done where there is a current pool safety certificate at the premise (this will be checked on the pool safety register by the approved provider).
- The Excursion Policy and its related procedures are adhered to above and beyond what is listed in this procedure.
- The approved provider has the right to decline a swimming excursion even if parental permission is granted, based on the knowledge that the situation is deemed to be a greater risk than benefit to the enrolled child.

Swimming at a registered residence or approved venue by children not being directly educated and cared for by a family day care educator, e.g. own children, is to be only done when there is another adult present and actively supervising the activity.

Water Play Procedure

The approved provider, in partnership with all family day care educators, works to ensure that when water is used during the education and care of enrolled children, it is done to the highest safety standards to safeguard against the potential hazards associated with water and harm to children.

To guide the education and care practices of family day care educators the following procedure is adhered to at all times –

- Water in a container, trough or similar holding device is
 - To be filled to a level that is smaller than the smallest child's knee or a height of 10cm (can contact staff for special consideration due to the age of the enrolled children participating).
 - Unable to hold more than 2,000L or hold more than the height of 30cms of water.



- To be within arm's reach of the family day care educator at all times, ensuring that potential problems relating to this step are solved prior to being an issue, including how to fill up the device, what happens if a child needs the toilet, someone knocks at the door, etc.
- A phone is within reach at all times.
- To be emptied before a family day care educator moves outside of their arm's reach, or a lid secured to such a degree that it prevents children accessing the water.
- The device used in water play is to be discussed with the approved provider prior to its first use, including how it's used, stored and how potential risks are managed.

There are times when a child may require a bath, and this activity should be treated as the same as water play and the above procedure adhered to at all times.

Water Hazards Procedure

The approved provider recognises and educates all individuals associated with Nurturing Family Day Care Scheme on the importance of assessing the environment for potential water hazards and ensuring that children are actively supervised when a hazard is accessible to them.

A water hazard is any object or area that is holding water or has the potential to hold water, and the following procedure should be observed at all times.

- If an object can be emptied – bucket, container, trough, etc. – it will be done so before education and care begins for the day or, if not possible, before becoming accessible to children.
- If an object is used as part of the routine, such as a permanent hand washing basin (e.g. Montessori approach to education and care), the basin is to be raised at least 45 cm off the ground, will hold less than 10 cm of water (depth), be in a central (supervised) position, be documented on the registered residence or approved venue certification assessment and with the agreement of the approved providers. All enrolled children attending will be educated on its use and potential dangers.
- If an object can potentially hold water and is connected to a water source – baths, sinks, etc. – it is made to be inaccessible to children or the plug or any device that could be used to stop the drainage of water is made inaccessible.
- In an area holds water and is visited during an excursion – walking along dams, rivers, oceans, etc. – the Excursion Policy is to be adhered to at all times, and the ages and developmental maturity of the children is to be discussed with the approved provider prior to leaving the registered residence or approved venue to ensure the benefits to the children are more than the potential risk.

Sources

Education and Care Services National Regulations 2011 (Updated October 2023)

- **Section 165, Offence to inadequately supervise children.**
- **Section 167, Offence relating to protection of children from harm and hazards.**
- **Section 169, Offence relating to staffing arrangements**
- **Section 174, Offence to fail to notify certain information to Regulatory Authority.**



- Reg 89, First Aid kits.
- Reg 98, Telephone or other communication equipment.
- Reg 100, Risk assessment must be conducted before excursion.
- Reg 101, Conduct of risk assessment for excursion.
- Reg 102, Authorisation for excursions.
- Reg 104, Fencing.
- Reg 116, Assessments family day care residences and approved family day care venues.
- Reg 136, First aid qualifications
- Reg 168, Education and care services must have policies and procedure.
- Reg 176, Time to notify certain information to Regulatory Authority.

National Quality Standard (Updated February 2018)

- 2.1, Each child's health and physical activity is supported and promoted.
- 2.1.2, Effective illness and injury management and hygiene practices are promoted and implemented.
- 2.1.3, Healthy eating and physical activity are promoted and appropriate for each child.
- 2.2, Each child is protected.
- 2.2.1, At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
- 2.2.2, Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.
- 3.1.1, Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child.
- 3.1.2, Premises, furniture and equipment are safe, clean and well maintained.
- 6.2, Collaborative partnerships enhance children's inclusion, learning and wellbeing.
- 7.1, Governance supports the operation of a quality service.
- 7.1.2, Systems are in place to manage risk and enable the effective management and operation of a quality service.

Early Years Learning Framework

Family Day Care Safety Guidelines – 6th Ed.

Kidsafe Queensland

Pool fencing and safety laws – Queensland Government

Swim Australia

Review

The policy will be reviewed annually.

The review will be conducted by:

- Approved Provider
- Employees
- Educators
- Families



- Interested Parties

Created: May 2017

Reviewed: October 2018

March 2018

December 2018

September 2019

June 2020

June 2021

June 2022

June 2023

June 2024

Next review: June 2025